



**APPLICATION FORM FOR ORGANISATIONS APPLYING FOR GRANT AND DISCRETIONARY FUNDING AND FUNDING IN KIND FROM THE HIGHLAND COUNCIL – Over £10,000 – Common Good Funds**

**Name of Organisation:**

Inverness Men's Shed

**Name of Project or Activity Requiring Support:**

Conversion and refurbishment of the Pavilion at Millburn Academy

**Which of the Council's funding streams are you applying to?**

*(Please provide closing date details where applicable)*

Inverness Common Good Fund

**Is the amount you are applying for:**

£5,000 or under     Under £10,000     £10,000 or over

**Total amount applied for: £...30,000.....**

**Estimated cost of funding in kind applied for: £...0.....**

**Please detail what funding in kind has been applied for e.g. Council staff time, use of premises or equipment, waiving of fees or administration support**

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

Third Sector (voluntary or community) organisation	<input type="checkbox"/>	Community Council	<input type="checkbox"/>
Registered Charity If yes – Registration number ...SC048157.....	<input type="checkbox"/>	Company Limited by Guarantee If yes – Company Number .....	<input type="checkbox"/>
Other - please specify.....			

**Please remember guidance to completing the application form is available [here](#). Appropriate links to the guidance are situated throughout the form: [This page](#)**

For official use only Application reference number			
---	--	--	--

# PART 1: ABOUT YOUR ACTIVITIES OR PROJECT

Guidance on completing part 1: ABOUT YOUR ACTIVITIES OR PROJECT

1.1 What is the name of your activity or project?

Inverness Men's Shed New Premises

1.2 When will your activity or project take place? (specifically those for which you are seeking an award from The Highland Council)

Start date (month and year)... August, 2019.....

End date (month and year)... December, 2019.....

Location... The Pavilion, Victoria Drive, Inverness IV2 3QR.....

1.3 What activity or project do you want us to support?

*For example:*

- Aims of the project and how you are going to do it
- Help with running costs or for a specific project or activity?
- Who will benefit?

Please note that the Council will be unable to provide any resources not specified on this form or supporting information.

*The Inverness Men's Shed started on February 14, 2014 and has over 100 members. We have been urgently seeking suitable premises since our inauguration. We have been renting premises at 3 Gordon Terrace, Inverness since February 2014 at a cost of £1,000 per month. Raising this amount each month has caused considerable concern. We have now obtained a 99-year lease of the Pavilion at Millburn Academy. The building and its surrounds are in a very cluttered and littered state. The surrounds and the building require a considerable amount of work to restore access to the premises and the building itself requires new windows, lighting, plumbing and decoration in order to make it habitable. It will allow us to have more space for our members to have workshops and machine rooms and area to relax and enjoy social interaction.*

*Now that we have acquired the lease of the premises we have tidied up and cleared the area surrounding the Pavilion. We have cleaned the building inside and it is now ready for the refurbishment to start once permission is finalised. We plan to have two workshops, a meeting room and a lounge for members to relax in. Other rooms will be used for kitchen, storage etc.*

*We plan to use the building Monday to Friday from 9am to 5pm approx.*

*The Inverness Men's Shed welcomes any person over 16 years of age to the Shed irrespective of their sex or creed.*

1.4 Does your activity or project involve building or landscaping work?

Yes x  No

If yes please answer both a) and b) below.

a) Does your organisation (Please tick):  
Have ownership of the land or building

Yes  No

OR

Hold at lease of at least 5 years that cannot be ended by the landlord?

Yes x  No

b) Is planning permission needed for your project? Tick one option below.

Planning permission not required

Planning permission required and has been granted X

1.5 Please tell us how your project or activity will help the Council to meet its Public Sector Equality Duty to:

- Get rid of unlawful discrimination, harassment and victimisation;
- Make sure that people from different groups\* are treated fairly and have equal chances to use services and that there is more equality between groups\*;
- Make sure that people from different groups\* get on together.

\*Groups are people who have "protected characteristics" in the Equality Act: age, gender reassignment, pregnancy and maternity, religion or belief, sexual orientation, disability, marriage and civil partnership, race and sex.

For example, are people with protected characteristics likely to face barriers; how you intend to tackle these barriers; does your project promote inclusion?

We are a forward-looking registered charity who welcome any person over 16 years of age to joins us irrespective of age, creed or sexual orientation.  
Any person(s) who does not meet these standards will be reported to the directors of the organisation for appropriate action.

1.6 Where relevant and appropriate please describe any contribution your project may make towards promotion of the Gaelic language?

We have a small number of Gaelic speakers who regularly promote the language within the shed.

1.7 Please tell us if you have spoken to anyone about your application for advice and support – e.g. Local Highland Council Elected Member, Community Council Member, Council Staff, local Council for Voluntary Service (CVS) – If yes, please provide details:

Councillors C Caddick, A Graham, J Gray, B MacAllister,  
 G Ross, Chair of the Community Partnership  
 We met with the Community Partnership Group and we had a very good open  
 discussion on our plans

1.8 Please tell us about any funding in kind you are seeking from the Council:

Detail i.e. premises, facilities, staff time, waiving of fees	Estimated value
Nil.	

1.9 Please provide a breakdown of how much will your activities/project will cost and how much Funding you are applying for from The Highland Council:

Item/Activity	Breakdown of Total Costs £	Year 1 £	Year 2* £	Year 3* £	Total £
Staffing	Zero				
Other Costs e.g. property costs, transport, equipment, insurance, marketing	Please see attached list of breakdown of costs				

<b>Total Project Cost £</b>	£			
<b>Total Funding Request £</b>	£			

1.10 **Other funding relating to this project** Please include other funders and own resources and income. Continue on separate sheet if required.

<b>Organisation and status of application</b>	<b>Year 1 £</b>	<b>Year 2* £</b>	<b>Year 3* £</b>	<b>Total £</b>
Raised by members fundraising	£20,000			
Grant from overseas group	£15,000			
Caring and Sharing	£5,000			
Robertson Trust	£15,000			
Successful <input checked="" type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				
Successful <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				
<b>Totals</b>	£55,000			

\*See guidance notes for specific funding stream to see if you are able to apply for more than one year of funding.

- 1.11 Please tell us how you know that there is a need for this activity or project and how your approach will meet this need. This might include:
- Community support for your project (e.g. surveys, etc.)
  - Statistics which show the need for your project (e.g. unemployment figures, crime statistics)
  - Evidence from similar projects which shows that they have worked (e.g. research from elsewhere or evaluations of previous local work)

Since we opened the Shed, we have received tremendous support from numerous organisations. We have done work for many older and disabled people throughout the city, community groups, Community Councils and the NHS. Several councillors have referred constituents to us to get jobs done that no business would look at doing or would prove very expensive. We have been very humbled by the reaction that people have when we do not charge for work – although we gladly accept donations. Five years ago, there were only 2 Mens Sheds in Scotland there are now nearly one hundred throughout the whole of the country and these have made a considerable difference not only to the men who attend but the local communities who get work done and have been a considerable help to older and disabled people. There are times recently where we are unable to cope with the work requested and the urgency to get new premises, which we are extremely grateful has been over whelming.

**PLEASE SEE ATTACHED LETTERS FROM: Professor Steve Leslie, Dr Martin Wilson and Dr Sarah-Anne Munoz**

- 1.12 Is this a new or additional activity or project? – Yes  No

If yes, what change will your activities or project make in your community?

Since our inception 5 years ago we have had to raise over £50,000 just to cover our running costs. We have raised this amount every year through fund raising efforts, donations for work we have done for older and disabled people as well as community projects. We have been severely restricted in our activities by our vital need to raise our running costs. Despite this within our present restricted space we have completed numerous projects for people and communities. Now we have larger premises this will allow us to expand and enhance the work we have done and do for many people. This will allow our many older members who are lonely and isolated to have premises where they can relax and enjoy each other's company without being tempted by alcohol or gambling. By reducing loneliness and isolation this will have a significant effect on their health and well being. A recent survey revealed that over 60% of men attending a Mens Shed have improved health and well being.

If No, how has your activities or project been funded in the last three years?

1.13 Please tell us how you will know that your activities or project is working and that you are benefiting your community. You only need to provide targets for the years in which your project will operate. See the detailed guidance for examples of targets.

How you will know you have made the change?		
Year 1 Measurable Outcome	Year 2 Measurable Outcome	Year 3 Measurable Outcome
By refurbishing the Pavilion and making it into a habitable area for men to work and socialise	We are able to deal with the many local requests to do work for the community in a competent and worthy manner	More people attending the Shed and benefit from social interaction thus reducing loneliness and isolation

1.14 If it is intended that this activity or project continue beyond the period of Council support, how will it be funded?

<p>This is a long-term proposition. Once the premises are refurbished, we have budgeted that we will cover the running costs of the premises by</p> <ol style="list-style-type: none"> <li>1). members contributions</li> <li>2). Donations for work done</li> <li>3) Applying for grants – if required??</li> </ol>
--

## PART 3: ABOUT YOUR ORGANISATION

Guidance on completing part 3: ABOUT YOUR ORGANISATION

### 3.1 What is your organisation's name and address?

Organisation name

Inverness Mens Shed

Organisation address

Presently at 3 Gordon Terrace, Inverness

Postcode IV2 3HD

Website

www.invernessmensshed.com

Council Ward (see guidance note to clarify which Council Ward the project or activity will cover)

Crown

### 3.2 Who is the main contact for this application? (They must have a good knowledge of the organisation and this application)

Name

Title: Mr

Forename/s: Alan

Surname: Michael

Position in organisation:

Director

Address

28 Culloden Road, Balloch, Inverness

Postcode IV2 7HQ

Phone number

Day: 01463 790410

Evening: 01463-790410

Email address

alan@friendship-services.com

Does the main contact have any communication needs? E.g. Textphone, sign language, large print? YES  NO

If yes, what are they? (maximum 20 words)



3.3

- a) When did your organisation start? Month...February. Year...2014...
- b) What geographic areas and/or communities of interest (e.g. Young people, people with disabilities, older people, people from an ethnic minority background) does your organisation cover?

Inverness area – any person over the age of 16 years irrespective of age, sex or creed.

- c) Is there any restriction on who can join your organisation?  
 Yes X  No  If yes, what are they and why do you have them?

They must be over 16 years of age  
 They MUST be able to look after themselves  
 They MUST be aware of their surroundings

- d) How many people are on your governing body or management committee? 6.....
- e) Are there Highland Council Elected Members or Officers or Community Councillors on or attending your Management Committee or Board? *(please note that this will not affect your application)*  
 Yes  No x

If yes, please provide names:

Highland Council Elected Members	Role i.e. Office Bearer, Voting Member, Ex-official / advisory, other

Community Councillors	Role i.e. Office Bearer, Voting Member, Ex-official, other

Council Officers	Role i.e. Office Bearer, Voting Member, Ex-official, other

**3.4 Does or has your organisation receive(d) any other funding from The Highland Council? Please provide information relating to Council funding for the last 3 years:**

Yes  No

If yes –

a) What is/was it for, and from which Service or Ward budget was it provided?

<b>Year 1:</b>
<b>Year 2:</b>
<b>Year 3:</b>

b) How much funding do/did you receive?

<b>Year 1:</b>
<b>Year 2:</b>
<b>Year 3:</b>

c) Estimated value of existing funding in kind, and from which Service or Ward budget was/is it provided?

<b>Year 1:</b>
<b>Year 2:</b>
<b>Year 3:</b>

## INVERNESS MEN'S SHED PAVILION TASKS AND COSTINGS

### Task 1: BASIC FEES:

Highland Council Fees £400

Alfa Schools Fees £10,000

Solicitors fees £3,600

Architects fees etc £1, 000 **Total cost £15,000**

### Task 2 External works:

Purchase and erect Palisade fencing on site boundary

in accordance with lease agreement. £9,304.

Clear driveway and parking area – bring in sub base aggregate

Spread in driveway area. £8,550

Clear all roofs and gutters of moss etc and install new gutters and

downpipes £1,500 **Total cost £19,354**

### TASK 3 INTERNAL WORKS:

Remove all heating pipe work, radiators, kitchen are partitions,  
and window boarding.

Install new partitions throughout

Install loft ladder and floor loft

*It is anticipated this work will be done by members of the Shed*

**Total cost 0**

**TASK 4    DISABLED ACCESS**

Alter two load bearing walls (1 EXTERNAL 1 INTERNAL) so new Doorways can be constructed for disabled access.

Assess and install new doors throughout to allow disabled access

Construct new floor to permit disabled access to toilet area

Install new patio style slabs for disabled access at main entrance

**Total cost £3,500**

**TASK 5    SECURITY AND ENERGY CONSERVATION**

Remove and replace all metal windows with double glazed windows in accordance with local authority guidelines.

Install insulation throughout the building.

**Total cost £19,740**

**TASK 6    UTILITY SERVICES AND SIGNAGE**

Install new lighting, plugs etc throughout by Certified contractor

Cost £18,253

Install new boiler and heating system throughout by certified

Contractor

Cost £11,555.

**Total cost £29,808**

**TASK 7    IT EQUIPMENT**

Supply and installation of IT and broadband services

**Total cost £9,523**

**TASK 8 FITTING OUT AND FUNCTIONALITY**

Install new kitchen	£2,953
Install furnishings in lounge area	£1,500
Install seating for 50 persons	£2,500
Install new benches in workrooms 4 x £350 = £1,400.	
	<b>Total cost £8,353</b>

**TASK 9 MACHINERY AND TOOLS**

In light of the very strict Health and Safety laws it is essential that Several Items of equipment are purchased to ensure the safety of all our members. *We do restrict the operation of such machinery to certain trained authorised persons.* Such purchases will be governed by available finance.

***Approx. £10,000***

**TOTAL COST OF RENOVATIONS ETC      £115,278**



Registered charity SC048157

## **Inverness Men's Shed was formed February 2014.**

Since that time we have had over 200 individuals attend the Shed. We have designed, made, developed and repaired many items for many organisations including Highland Council, NHS Highland, numerous charities and many older and disabled people.

***Due to the success of the Shed we have outgrown our present premises and we have now acquired by Asset Transfer***

### **The Pavilion, Victoria Drive, Inverness IV2 3QR**

In the late 1930s a pavilion was provided at a cost of over £2000. It was paid for from the school endowments and with assistance from a school bazaar which raised £300. The accommodation provided included changing rooms with showers for both boys and girls, a small hall for entertaining visiting teams, and a veranda at the front overlooking the pitches. The pavilion served the school until the Royal Academy moved to Culduthel in the period from 1977 to 1979. The field and pavilion were then taken over by Millburn Academy.

### **The present situation**

Over recent years the building has been virtually unused and fallen in to disrepair, requiring a complete makeover to make it habitable. The intention of 'The Inverness Men's Shed' would be to completely refurbish the building including restoring the exterior back to its original design and condition. The slated & flat roofs along with leaking gutters/down-pipes will need renovation. All the windows will need to be replaced using double glazed aluminium frame units also new emergency exit doors. Extensive work will be required internally to create the necessary infrastructure needed for fit for purpose workshops. This includes new gas central heating/plumbing system linked to completely new electrical layout. External walls and ceilings need to be stripped back for installation of energy saving insulation to comply with building standards. The driveway and surrounding scrub land needs to be developed into accessible parking with disabled access, including the erection of 1.8 metre high quality steel Palisade type boundary fencing to meet the requirements of the Asset Transfer agreement.

## **The main aim of the Inverness Men's Shed Constitution is**

***"to address the social, health and well being needs of men of all ages and backgrounds living in Inverness, through the creation, upkeep and development of facilities in which men can meet and jointly or individually undertake creative, physical and recreational activities of their choice."***

In particular our purpose is to set up and operate a collective "Shed" where the users will be able to:

- Share skills and interests, swap ideas and pass on knowledge.
- Actively pursue hobbies and pastimes.
- Work on projects that will aid the community and help develop a positive sense of achievement.
- Have a place to go and relax, drink a cuppa, discuss issues, share concerns, talk and have a laugh, knowing they are among friends.
- Encourage others and promote general physical and mental well-being.

The participants in the Men's Shed benefit: -

- By improved self-esteem from using their skills for constructive purposes.
- By the opportunity to learn new skills and practice old ones.
- By having a place to go to spend time outside the home with people of similar interests.
- By overcoming isolation through getting out of the house and improved social interaction.
- By an improved awareness of medical issues important to ageing men.
- Along with NHS Highland we are leading the fight to reduce loneliness and isolation in men who for whatever reason have time on their hands.

In the five years we have been operating in Inverness the above has shown to be very true. It has helped many men have a new lease of life. Not only reducing loneliness and isolation but also allowing them to make new friends, renew old acquaintances, but create new interests in life as well as renewing and updating old skills. It is very heartening to see a group of mature men sitting in the Shed reminiscing and thoroughly enjoying themselves. This has shown to be a great way of keeping men away from alcohol and gambling.

The Shed is a very friendly place where any person can call in for a chat and to see what we are up to. Some of the work that has been completed in the Shed is of a very high standard and reflects great credit on the supervisors showing old skills and passing them on to others. A survey has shown that over 60% of people attending a Men's Shed have improved health and lifestyle.

The number of older people, mainly widows, who have contacted us requesting work be done is very reassuring that we are doing the right thing. The work requested is usually very simple varying from replacing a light bulb to repairing a door lock. What we find is that older people feel they can trust us to carry out the work. We only charge for materials – although donations are most welcome which will allow us to develop and increase our membership as well as being able to help more older, disabled people as well as charities and community groups.

## **BUDGET** **Pavilion costing**

### **1. External land**

new gates, site signage, engineer design gabions to drive, topsoil removal, sub-base spread to drive/car park, new steel Palisade boundary fences, drains clearing, etc.

**Budget total            £22,330**

### **2. External building**

repair flat roofs, main roof fix, new gutters/downpipes, external walls waterproof coating, external canopy/wood store with racking system, replacement aluminium double glazed windows and new emergency escape doors, disabled access.

**Budget total            £19,880**

### **3. Internal Building**

Install new 'Ramsay Ladder System to access attic space, loft insulation, floor partial loft area, raise disabled toilet area floor, change and renew internal doors, slap through new brick openings for doors etc., remove complete wall sections and dispose, remove wall panels and install wall insulation to all external walls, install straps to all other internal walls and panel over, erect new partitions in kitchen and install new kitchen, install security screens to the four long windows, paint all walls/ceilings etc. decoration throughout, repair and fix floors paint, vinyl flooring, and carpets.

**Budget total            £18,225**



#### **4. Building services**

New British Gas connection, remove all electrical wiring, install temporary power for safety, install tv. Ariels, fibre broadband, and fire alarms, install complete new electrical system, lights power points heating thermostats, install new boiler, water tank, radiators domestic hot water, install new gents toilets, disabled, and ladies toilet whb's etc., install new I.T systems and hardware.

**Budget total                    £21,620**

#### **5. Internal infrastructure**

Construct new free standing workbenches, shelving etc. and install, construct new wall mounted benches and install, purchase new woodworking machinery/power tool etc. including new safety dust extraction equipment and install, buy second hand furniture tables, chairs for tea and sitting area, provide new first aid stations, new health and safety signage.

**Budget total                    £12,020**

#### **6. Contingency**

Sum allowed for unsuspected problems

**Budget contingency            £10,000**

**BUDGET TOTAL                £104,075**

## **BUSINESS PLAN 2019-22**

### **Revenue**

The Shed has been running now for over three years. During this time we have raised on average £15,000 per annum to cover our running costs mainly £12,000 per annum rent.

We anticipate our annual running costs for the next three years being:

Electricity £800:        Gas £600:    Repairs and maintenance £1,500:

Telephone/broadband £1,000:    Property Insurance £400:

Liability Insurance £500:    General running expenses £1,000:

**EXPENDITURE TOTAL £5,800**

We anticipate our annual income for these three years being:

Gift aid £1,000: Weekly Shed lottery £1,000: Sale of goods £3,500:

Donations £1,000.

### **INCOME TOTAL £6,500**

#### **Funding:**

At present we have £30,000 in the bank towards the move to new premises. This has been raised through fundraising, grants and various other activities.

Once we are in possession of the Pavilion we will be able to submit applications for support, which we have already researched and prepared, to several organisations who we are confident will respond positively.

### **THE FUTURE**

Once we complete the refurbishment of the Pavilion we have exciting plans for the future. We have had discussions with the Rector of Millburn Academy regarding us working with some pupils on intergenerational work. Shed members have many skills from a life time experience and Staff at the Academy are very keen to access and share the skills and experiences we have amongst our members, which they feel would be of great benefit to some pupils.

### **CONTACTS**

**Should any person have any query regarding the content of this paper please contact Alan Michael on 01463-790410 or mobile 07786043984 or Dave Henry on 01463-794987 or mobile 07766332775**

	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	YTD	YTD
Money Box	108.22	168.89	85.18	97.40	446.57		213.10	221.86	76.70	20.00	74.00	170.28	1682.20	1437.92
Donations		281.35	45.00	60.00	57.39	322.00	157.00	15000.00	227.15	298.65	124.30		16572.84	16448.54
Sale of items		300.00	96.10	231.77		537.00	942.38	114.00			73.62	275.00	2569.87	2221.25
Community work		50.00		2546.00						200.00			2796.00	2796.00
Tulloch Homes														0.00
Sale of equipment from Dunbar centre								1500.00					1500.00	1500.00
NHS Courtyard														0.00
Inverness botanical														0.00
Ken McColl funeral collection											1240.00		1240.00	0.00
Henderson & Co in trust for Hector Cameron Trust														0.00
Whiskey Tasting	140.00												140.00	140.00
MAC TV - talk given by Alan	30.00												30.00	30.00
Richard Fraser trust		1000.00									1000.00		2000.00	1000.00
High Life			585.00										585.00	585.00
Christmas lunch money										121.00			121.00	121.00
Lottery money												39.00		
Gift Aid Payments									45.00	138.00	118.00	118.00	419.00	183.00
Jan Baird			265.00										265.00	265.00
<b>Total Income</b>	<b>278.22</b>	<b>1800.24</b>	<b>1076.28</b>	<b>2935.17</b>	<b>503.96</b>	<b>859.00</b>	<b>1312.48</b>	<b>16835.86</b>	<b>348.85</b>	<b>777.65</b>	<b>2629.92</b>	<b>602.28</b>	<b>29959.91</b>	<b>26727.71</b>
Rent	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	1000.00	12000.00	10000.00
Electricity														0.00
Gas			199.85				332.35	69.40			233.72		835.32	601.60
Telephone	37.48	37.39	37.21	37.27	37.45	37.38	37.45	61.20	40.58	81.08	49.57		494.06	444.49
Debit Card	570.22	448.84	41.96	10.48	119.34						79.98	196.34	1467.16	1190.84
Cheques		278.60			25.00	150.47	356.34		567.59	932.31	36.00		2346.31	2310.31
Petty cash														0.00
Property Insurance														0.00
Liability Insurance	288.25													
Materials	136.00			1975.41				26.00				68.65	356.90	288.25
HIS Inverness		46.78											2137.41	2137.41
John Tuach			110.00										46.78	46.78
Bank Transfer Building fund								15000.00					110.00	110.00
<b>Total Expenditure</b>	<b>2031.95</b>	<b>1811.61</b>	<b>1389.02</b>	<b>3023.16</b>	<b>1181.79</b>	<b>1187.85</b>	<b>1726.14</b>	<b>16156.60</b>	<b>1608.17</b>	<b>2013.39</b>	<b>1399.27</b>	<b>1264.99</b>	<b>34793.94</b>	<b>15000.00</b>
<b>Surplus / (Loss)</b>	<b>-1753.73</b>	<b>-231.71</b>	<b>-312.74</b>	<b>-87.99</b>	<b>-677.83</b>	<b>-328.85</b>	<b>-413.66</b>	<b>679.26</b>	<b>-1259.32</b>	<b>-1235.74</b>	<b>1230.65</b>	<b>-662.71</b>	<b>-4834.03</b>	<b>-5401.97</b>

Date typed: 25/06/2019

Dear Mr Michael

Thank you for your correspondence regarding the Men's Shed.

I have been a supporter of the Men's Shed for several years. In my capacity as a consultant cardiologist I have seen first-hand the benefits that the Shed can have in patients.

It is well recognised that loneliness is a major risk factor for many diseases including cardiovascular disease which remains the main killer in Scotland. Indeed, such is its perceived impact, loneliness was the feature of the recent report from the Director of Public Health in NHS Highland.

In 2015 we undertook a survey of the users of the Men's Shed in Inverness which showed a broad range of individuals and a wide range of reported benefits.

In addition to the personal benefits that Men's Sheds deliver, they are also an excellent community resource and can have wider impact beyond those who attend.

I fully support and endorse the Inverness Men's Shed and very happy to discuss further.

**Yours sincerely**

Reference: MW/CMACD51  
Date dictated: 15/05/19  
Date typed: 15/05/19

Thank you for asking me to give some more information on the medical background of benefits of interventions aimed at improving social interaction in older adults – in this case Men's Shed.

The most recent detailed Highland report was from the Director of Public Health's Annual Report 2016. I will enclose the complete report as an attachment with this letter as it gives a really very detailed background to the issues raised and the adverse effects of social isolation in older adults. It would be a useful report to include and refer to in funding applications.

It is notable that social isolation is a problem across all age groups and interestingly it was a major theme in the Director of Public Health's Report of 2018 which focussed more on childhood experiences.

Regarding older adults, loneliness and social isolation is well recognised and a demonstrated risk factor for increased mortality. It is also a well recognised risk factor for an increasing demand on NHS Services. Loneliness on its own is a risk factor for increased use of Accident and Emergency Services even after adjusting for the presence of other factors such as chronic illnesses. This is outlined in the Public Health Director's Report.

The recommendation from that report and many similar reports both locally and nationally such as the Mental Health Foundation Report Lonely Society 2017 is that it is an essential Public Health measure to improve the health of our nation is to support projects that will increase social interaction particularly in groups who are most vulnerable to becoming disconnected from society as a whole.

In regards to Men's Shed, the group that are looked at here are older men in the Highland area. To be effective the strategy to improve social interaction with something that is acceptable to the group who are being targeted and as enjoyable as possible. Although the benefits of improved social interaction can be largely seen in improvements in mental health, physical health and also a reduction on the impact on the Health Service, it is important that these interventions do not feel medicalised in themselves.



Interim Chair: Professor Boyd Robertson  
Chief Executive: Iain Stewart  
NHS Highland, Assynt House, Beechwood Park, INVERNESS, IV2 3BW  
Highland NHS Board is the common name of Highland Health Board

It is well recognised the factor of anything that tries to improve social interaction based around activity that many people like to do together can help improve social interactions as a side effect of people working together to do something that they enjoy.

Notably, in Scotland one of the major Public Health problems has been for years that social interaction is largely dependent on alcohol and, sadly, much harm has been done and continues to be done that people seeking a very important human function – which is social interaction with others – find it only possible to do so through the medium of alcohol or activities that are based around alcohol. Particularly for men Men's Shed Highland gives a very positive acceptable alternative to that.

The best one line summary I can make of the research available at the present time is that 'Social Interaction Saves Lives'.

Yours sincerely

---

Enc:



Dear Mr Michael

Many thanks for your recent update on progress with the Inverness Men's Shed. It was fantastic to hear about recent activities and the move to new premises.

You enquired about the evidence base relating to the health and wellbeing impacts of Men's Sheds.

As you know, I have worked as a researcher in the health arena for the last twelve years and over that time one of my particular interests has been in community-based initiatives that impact positively on physical and mental wellbeing. Thus, I have both conducted primary research on the impacts of Men's Sheds and become familiar with the wider research evidence base on this topic. I am happy to share with you an overview of both of these.

The Men's Shed movement is closely associated with Australia, where it began as an initiative to provide a 'safe' space for men to come together and engage in practical activities such as wood and metal work; as well as to enjoy, and benefit from, peer support and companionship. Thus, much of the early research on Men's Sheds has been conducted in the Australian context. Papers such as those by Earle<sup>i</sup> and *Beyond Blue*<sup>ii</sup> were the first to demonstrate the wider benefits of Men's Sheds such as social inclusion and increases in self-esteem.

In 2011, I conducted primary research with Australian colleges on a Men's Shed in regional Australia. This moved the research evidence base forward as it identified some of the mechanisms of health promotion within Men's Shed spaces. We were able to evidence that the Men's Shed contributed to the four aspects of wellbeing (as defined by Health Geography theory) of integration, therapy, security and capability.<sup>iii</sup>

This work currently underpins a three year research programme in Australia with Men's Sheds that operate as social enterprises. This has shown that the positive impacts of a Men's Shed extend beyond the physical walls of the shed and impact on aspects of men's daily lives, as well as having wider community impacts.<sup>iv</sup>

In 2017, I supervised the work of Dr. Emma Foster who conducted primary research with the Inverness Men's Shed. This explored the value of conversations between men within a Men's Shed space – telling us more about the 'integration' aspect of wellbeing in particular.<sup>v</sup>

My work feeds into the wider evidence base on Men's Sheds that demonstrates the positive health and wellbeing impacts of these organisations. Crabtree<sup>vi</sup> found, for example, that men attending Men's Sheds reported increases in levels of social interaction, lessening of depressive symptoms and increases in physical fitness. Whilst Cordier and Wilson<sup>vii</sup> demonstrate how Men's Sheds should be held as an "exemplar to health promotion professionals" of a "community development" initiative

that supports male health. One of the most prominent themes within the Men's Shed research literature is how they function to reduce social isolation.<sup>viii</sup>

I wish Inverness Men's Shed continued success into the future in providing an enjoyable and health enhancing space for men of the Inverness area.

With best wishes

---

<sup>i</sup> Earle, L., Earle, T., Von Mering, O., (1996) 'Sheds and Male Retirement: the place to go to and come back from', *Australasian Leisure for Pleasure Journal*, 1 (1), pp. 5 – 19

<sup>ii</sup> Report from Beyond Blue (2013) Men's Sheds in Australia: effects on physical health and mental wellbeing. [www.beyondblue.org.au](http://www.beyondblue.org.au)

<sup>iii</sup> Munoz, S., Farmer, J., Winterton, R., Barraket, J., (2015) 'Social Enterprise as a space of wellbeing: an exploratory case study', *Social Enterprise Journal*, 11 (3), pp. 281 – 302.

<sup>iv</sup> Farmer, J., De Cotta, T., McKinnon, K., Barraket, J., Munoz, S., Douglas, H., Roy, M., J., (2016) 'Social enterprise and wellbeing in community life', *Social Enterprise Journal*, 12 (2), pp. 235 – 254

<sup>v</sup> Foster, E., J., Munoz, S., Leslie, S., J., (2018) 'The personal and community impact of a Scottish Men's Shed', *Health and Social Care in the Community*, 26 (4), pp. 527 – 537

<sup>vi</sup> Crabtree, L., Tinker, A., Glaser, K., (2017) 'Men's Sheds: the perceived health and wellbeing benefits', *Working with Older People*, 22 (2), pp. 101 – 110

<sup>vii</sup> Cordier, E., Wilson, N., J., (2014) 'Community-based Men's Sheds: promoting male health, wellbeing and social inclusion in an international context', *Health Promotion International*, 29 (3), pp. 482 – 493



I have been involved with older people for over 30 years. Some years ago I was endeavouring to start / install or whatever the word is a web site – I had heard of the word and that it was a very good idea but in my ignorance I had no idea what it was all about. I did some enquiries and discovered the man with all the necessary knowledge was one Rab Inglis. I got in touch with Rab told him what I was trying to do and he listened to me and said – OK leave it with me. He came back a week or so later and showed me a superb web site that met all my requirements - so simple basic that even I could understand and use it. I was so impressed with Rab's knowledge and manner that I invited him to set up a group so that older people could learn how to use Ipads etc – no problem he said. He came along every week explained to the group what it was all about - in a manner that everybody including me understood. It may seem a simple statement to make BUT believe you me Rab had the patience and knowledge to help everybody. The older people particularly the ladies were very impressed!!!

A few years later we had agreed to take over the running of the House bound Library Service. I was looking for volunteers – and guess who volunteered to help – Yes Rab. He visited many of the housebound clients and discovered what their particular genre was. He then got volunteers to take the books to the clients. He was a superb ambassador for the service and was able to chat to people and helped with advice and kindness that many people had not seen much of before. He was involved in this work up until very recently.

Nearly 5 years ago I was endeavouring to start a Men's Shed in Inverness and in the course of conversation with Rab mentioned this to him. He immediately said if he could help in any way all I had to do was ask. In the last few days I have asked some fellow members of the Shed about Rab. This is a summary of what they said:

*No one at the Inverness Men's Shed had ever worked professionally with Rab. He had been a highly qualified and very experienced engineer who had been in charge of many important jobs both in the UK and abroad. However those of*

*us who were privileged to have known him and spent time in his company could identify him as being a fair minded and helpful person who was blessed with a keen sense of humour. He would go out of his way to help anyone or help to solve a technical problem, especially if it related to computers and specifically iPads.*

*One particularly elderly man that he helped comes to mind.*

*When he arrived he had no knowledge of computers.*

*Within weeks Ran had him sending emails to his family in Italy, Australia and the Argentine, buying groceries online and he even purchased a car all through Rab and his colleagues helping a 90 year old man understand how to use his computer !!)*

*You always knew where you stood with Rab . He was not prone to mincing his words and if he felt the need to speak out then Rab would do so but always with a reasonable and sensible approach which most folk found difficult to disagree with. Within the Reading and Writing Group Rab ran a "tight ship" but it was clear to us all just how much pleasure he got from those meetings. Laughter around that table was ever present and the follow -up emails from Rab summarising that*

*day's events highlighted just how much fun he got personally from those get togethers. Indeed it was Rab who introduced the "Joker of the Week" aspect to the Group when one of the members regaled the others with a joke or funny story. Fun, laughter and enjoyment between men gathered around a table was important to Rab. He brought his experience of life and his likeable personality to that table and he will now be sorely missed."*

**– you made a difference to the lives of many people**

**For which we all thank you very much indeed**

---

### 3. PRICING

---

We hereby submit our tender for the electrical services associated with the above project, generally in accordance with your invitation to tender, specifications, drawings and the ANM terms and conditions herein, for the sum of:

#### 3.1 – Pricing Summary

Total Project Total (Exc VAT): £ 18,253.00  
*Eighteen Thousand, Two Hundred & Fifty-Three Pounds Only*

---

#### 3.2 – Price Break-up

Ref	Item	Sub-totals
3.2.1	Isolations and downtakings	£ 512.00
3.2.2	Distribution Board	£ 1,851.00
3.2.3	Containment	£ 932.00
3.2.4	Small Power	£ 3,375.00
3.2.5	Extraction Fans	£ 690.00
3.2.6	Lighting (Including emergency)	£ 4,962.00
3.2.7	Telephone/WIFI Outlets	£ 412.00
3.2.8	Fire Alarm System	£ 4,633.00
3.2.9	Disabled Toilet Alarm	£ 630.00
3.2.10	Testing & Commissioning	£ 256.00
<b>Project Total (Exc VAT):</b>		<b>£ 18,253.00</b>

---

#### 3.3 - Confidentiality Statement:

Our tender is submitted on the basis that no information provided as part of this tender has been divulged to any third party and likewise, the information submitted by ANM is treated in the strictest of confidence and not disclosed to any third party without our prior written authorisation.

This tender offer is open for a maximum of **30** days from the date of this letter.

25D Shore Street Inverness Highland IV1 1NF

01463 718 015

07894 523 727

info@anmelectrical.co.uk

# JOHN WILLIAMSON PLUMBING & HEATING LTD

Supply & fit Worcester Gas-fired condensing boiler, balanced flue, condensate & safety discharges, Compact type radiators with TRV's, flow & return pipework & insulation between radiator & boiler positions - **£6,709.32**

Gas service pipework fitted between gas meter & boiler position – **included.**

Fill heating system, add inhibitor, air & test circulation - **included.**

Commission boiler & issue gas safety certificate – **included.**

We have excluded;

Downtakings of existing plumbing & heating equipment  
Electrical work in connection with cylinder & boiler installation  
Repositioning of existing gas meter

All rates are plus VAT.

Trusting this price is of interest to you, we would welcome the opportunity to sit down and talk through our proposals to ensure they meet with your requirements and budget.

Yours sincerely

# Currys PCWorld BUSINESS

Currys  
Unit 1 Telford Street  
Inverness  
IV3 5LU  
Email:  
businesssales\_2263@dixonscarphone.com

## QUOTATION

Document Date: 22/07/2019  
Page No: 1  
Quotation Number: **51828858**  
Quotation Date: 22/07/2019  
Expires on: 29/07/2019  
Account No: 4331017

Web: [www.curryspcworldbusiness.co.uk](http://www.curryspcworldbusiness.co.uk)

Contact Name:  
Customer Ref: QUOTATION

Deliver To: 2

PRODUCT CODE / DESCRIPTION	QTY	UNIT PRICE (GBP)	VALUE (GBP)	REQUIRED DATE
509100 SAM UE65RU800 0TXXU <i>65" T.V.</i>	3	915.83	2747.49	23/07/2019
205318 KTP KTP-1250 5 YEARS <i>PROTECTION PLAN</i> PCP Plan for Product: 509100 SAM UE65RU800 0TXXU	1	124.99	124.99	23/07/2019
P253756P Epson EH-TW5650 <i>PRINTER</i>	1	740.12	740.12	23/07/2019
P139880P Eyeline Screen - Manual - Widescreen Format - 300cm (w) - Wall/ceiling screen - <i>VIEW SCREEN</i>	1	444.99	444.99	23/07/2019

SALES OPERATOR : Gerry Parker

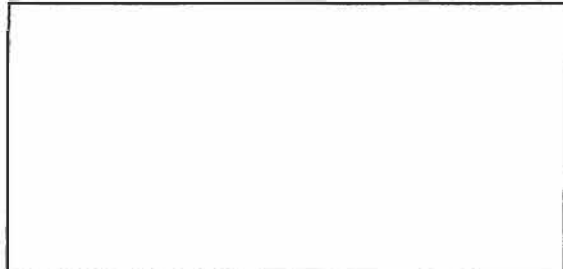
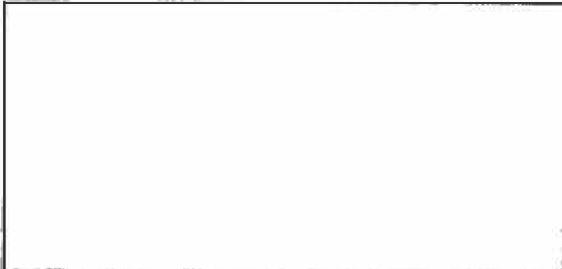
This quotation is valid for the period stated with the product description or where no period is stated, until the expiry date above.  
All prices quoted are exclusive of VAT and delivery costs unless stated.  
All product specifications and prices are correct at time of issue e&oc (errors and omissions) excepted).  
All products and services are offered under our current terms of trading. Please ask for a copy, or for products please refer to the Conditions of Sale within our definitive buyers guide or on our e-commerce site.  
PC World Business financial solutions are provided by a number of partners. They are subject to credit approval and terms and conditions apply.

Currys PC World Business is a trading divisions of DSG Retail Limited  
Registered Office: 1 Portal Way, North Acton, London. W3 6RS. Registered in England No. 504877

**QUOTATION**

Document Date: 22/07/2019  
Page No: 2  
Quotation Number: 51828858  
Quotation Date: 22/07/2019  
Expires on: 29/07/2019  
Account No: 4331017  
Contact Name:  
Customer Ref: QUOTATION 2

Web: www.curryspcworldbusiness.co.uk



PRODUCT CODE / DESCRIPTION	QTY	UNIT PRICE (GBP)	VALUE (GBP)	REQUIRED DATE
P261425P HP 250 G7 i7-8565U 8GB 256GB W10P UK <i>LAPTOPS</i>	2	520.81	1041.62	23/07/2019
093703 SSR SFLEZ14 L /FIXED <i>BEST PLAN</i>	3	41.66	124.98	23/07/2019
N176314W Talladega White and Black <i>CHAIR</i>	2	99.99	199.98	23/07/2019
248904 APP IMAC275K3 .7 <i>MAC COMPUTER</i>	1	1682.50	1682.50	23/07/2019

SALES OPERATOR : Gerry Parker

This quotation is valid for the period stated with the product description or where no period is stated, until the expiry date above.  
All prices quoted are exclusive of VAT and delivery costs unless stated.  
All product specifications and prices are correct at time of issue e&oe (errors and omissions excepted).  
All products and services are offered under our current terms of trading. Please ask for a copy, or for products please refer to the Conditions of Sale within our definitive buyers guide or on our e-commerce site.  
PC World Business financial solutions are provided by a number of partners. They are subject to credit approval and terms and conditions apply.

Currys PC World Business is a trading divisions of DSG Retail Limited  
Registered Office: 1 Portal Way, North Acton, London. W3 6RS. Registered in England No. 504877



**QUOTATION**

Document Date: 22/07/2019  
Page No: 3  
Quotation Number: **51828858**  
Quotation Date: 22/07/2019  
Expires on: 29/07/2019  
Account No: 4331017  
Contact Name:  
Customer Ref: QUOTATION 2

Deliver To:

PRODUCT CODE / DESCRIPTION	QTY	UNIT PRICE (GBP)	VALUE (GBP)	REQUIRED DATE
<b>203285</b> KTP KTP-3000 3 YEARS <i>PROT PLAN</i> PCP Plan for Product: 248904 APP IMAC275K3 .7	1	183.33	183.33	23/07/2019
<b>P261354P</b> MC2535adwe <i>LAZER PRINTER</i> <i>COLOUR</i>	1	381.99	381.99	23/07/2019
<b>N210322W</b> QL700 Thermal Labeller Printer <i>LABELLER</i>	1	66.65	66.65	23/07/2019
<b>N067323W</b> 60CS CROSS CUT SHREDDER <i>SHREDDER</i>	1	66.65	66.65	23/07/2019

SALES OPERATOR: Gerry Parker

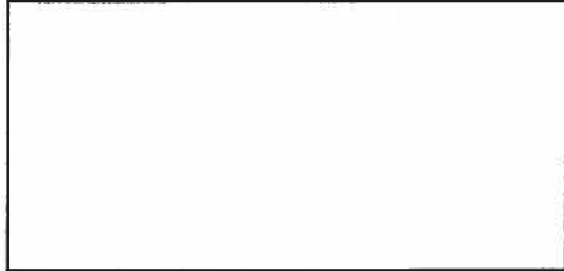
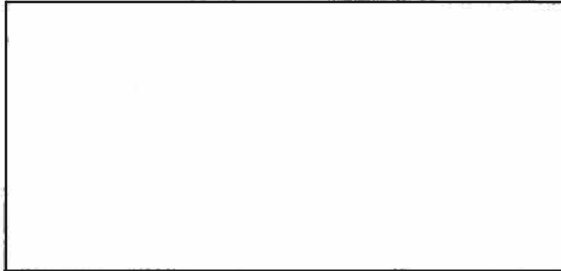
This quotation is valid for the period stated with the product description or where no period is stated, until the expiry date above.  
 All prices quoted are exclusive of VAT and delivery costs unless stated.  
 All product specifications and prices are correct at time of issue e.&oe (errors and omissions excepted).  
 All products and services are offered under our current terms of trading. Please ask for a copy, or for products please refer to the Conditions of Sale within our definitive buyers guide or on our e-commerce site.  
 PC World Business financial solutions are provided by a number of partners. They are subject to credit approval and terms and conditions apply.

Currys PC World Business is a trading divisions of DSG Retail Limited  
 Registered Office: 1 Portal Way, North Acton, London. W3 6RS. Registered in England No. 504877

**QUOTATION**

Document Date: 22/07/2019  
Page No: 4  
Quotation Number: **51828858**  
Quotation Date: 22/07/2019  
Expires on: 29/07/2019  
Account No: 4331017  
Contact Name:  
Customer Ref: **QUOTATION 2**

Web: [www.curryspcworldbusiness.co.uk](http://www.curryspcworldbusiness.co.uk)



PRODUCT CODE / DESCRIPTION	QTY	UNIT PRICE (GBP)	VALUE (GBP)	REQUIRED DATE
<b>P210364P</b> GBC Fusion 1000L A4 Laminator 4400744 <i>LAMINATOR</i>	1	29.99	29.99	23/07/2019
<b>P212186P</b> Fellowes Laminating Pouch A4 2x175 micron 5308703 (PK100) <i>POUCHES</i>	1	20.99	20.99	23/07/2019
Packaging and Delivery			79.99	

**QUOTATION VALUE (GBP)**  
**TOTAL EX VAT**

**7,936.26**

**TOTAL INC VAT**

**9,523.51**

SALES OPERATOR : Gerry Parker

This quotation is valid for the period stated with the product description or where no period is stated, until the expiry date above.  
All prices quoted are exclusive of VAT and delivery costs unless stated.  
All product specifications and prices are correct at time of issue e&oe (errors and omissions excepted).  
All products and services are offered under our current terms of trading. Please ask for a copy, or for products please refer to the Conditions of Sale within our definitive buyers guide or on our e-commerce site.  
PC World Business financial solutions are provided by a number of partners. They are subject to credit approval and terms and conditions apply.

Currys PC World Business is a trading divisions of DSG Retail Limited  
Registered Office: 1 Portal Way, North Acton, London. W3 6RS. Registered in England No. 504877



There is an exposed cabinet side in your design, we recommended that this is customised with a replacement or clad on end panel.



Some of your products are discontinued






Total Estimated TradePoint Price




**£2,303.33** 


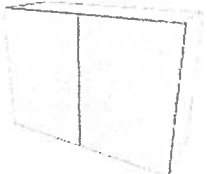
Excluding installation - Excluding VAT

Products: £2,303.33

Description	EAN	Quantity	Unit Price	Total Price
<b>▼ Kitchen</b>				<b>£1,834.99</b>
<b>▼ CL Tall Cabinet</b>				<b>£415.83</b>
<b>▼ 600 Larder Unit</b>				<b>£90.00</b>
3  600mm Wide Larder Shelf Pack - White Cooke & Lewis	5397007213461	1	15 83	15 83
Sandford Ivory Style Slab Larder Doors 600mm 50/50 (Pk E)	5397007198096	1	26 67	26 67
2070mm High Larder End Panels - White Cooke & Lewis	5397007213485	1	30 00	30 00
<b>⚠ This product is discontinued</b>				
Sandford Ivory Style Slab Iron-On Edging Tape	5397007205855	1	5 84	5 84
Soft Close 110 Hinge	5397007016406	2	5 83	11 67
<b>▼ Standard Single Oven Housing</b>				<b>£325.83</b>
4  Beko Multifunction Oven Black BQM24301BCS - 2133206	8690842133206	1	208 33	208 33
Tall Appliance Housing Shelf Pack - White Cooke & Lewis	5397007213478	1	25 00	25 00
<b>⚠ This product is discontinued</b>				
Oven Heat Deflector - Tall Single Housing	0000003821367	1	14 17	14 17
Sandford Ivory Style Slab Oven Filler 600mm (Pk H)	5397007198126	1	9 17	9 17
Sandford Ivory Style Slab Oven Housing Door 600mm (Pk J)	5397007198140	1	12 50	12 50
Sandford Ivory Style Slab Standard Door 600mm (Pk R)	5397007198218	1	13 33	13 33
2070mm High Tall Appliance Housing End Panels - White Cooke & Lewis	5397007213492	1	25 83	25 83
Sandford Ivory Style Slab Iron-On Edging Tape	5397007205855	1	5 84	5 84
Soft Close 110 Hinge	5397007016406	2	5 83	11 67
<b>▼ CL Base Cabinet</b>				<b>£714.16</b>

		<b>500mm Full Height Sink Unit</b>		<b>£139.16</b>		
1		Nakaya 1 Bowl Sink	3663602900689	1	50.00	50.00
		Pack A 1 Bowl Waste Overflow & Plumbing Kit	3663602901594	1	8.33	8.33
		Treur Twin Lever Tap Chrome Effect - 2930600	3663602930600	1	39.17	39.17
		500mm Base Cabinet - White Cooke & Lewis	5397007212846	1	23.33	23.33
		Soft Close 110 Hinge	5397007016406	1	5.83	5.83
		Sandford Ivory Style Slab Standard Door 500mm (Pk B)	5397007198065	1	12.50	12.50
		<b>300mm Base</b>		<b>£35.00</b>		
5		300mm Base Cabinet - White Cooke & Lewis	5397007212815	1	20.00	20.00
		Sandford Ivory Style Slab Standard Door 300mm (Pk A)	5397007198058	1	9.17	9.17
		Soft Close 110 Hinge	5397007016406	1	5.83	5.83
		<b>400mm Base</b>		<b>£37.49</b>		
7		400mm Base Cabinet - White Cooke & Lewis	5397007212822	1	20.83	20.83
		Sandford Ivory Style Slab Standard Door 400mm (Pk N)	5397007198188	1	10.83	10.83
		Soft Close 110 Hinge	5397007016406	1	5.83	5.83
		<b>150mm Base with Pull Out</b>		<b>£63.34</b>		
10		150mm Base Cabinet - White Cooke & Lewis	5397007212785	1	55.84	55.84
		<b>⚠ This product is discontinued</b>				
		Sandford Ivory Style Slab Standard Door 150mm (Pk L)	5397007198164	1	7.50	7.50
		<b>⚠ This product is discontinued</b>				
		<b>600mm Pan 3 Drawer Hob Unit</b>		<b>£375.83</b>		
11		600mm Cooke & Lewis Cutlery Tray	0000003452080	1	33.33	33.33
		<b>⚠ This product is discontinued</b>				
		Beko 4 Burner Gas Hob Stainless Steel HQAW64225SX - 2130892	8690842130892	1	148.33	148.33
		Adhesive Heat Reflective Tape	0000003360705	1	6.67	6.67
		<b>⚠ This product is discontinued</b>				
		600mm Multi-drawer Base Cabinet - White Cooke & Lewis	5397007212921	1	30.00	30.00

	Sandford Ivory Style Slab D/line Door And Drawer Front 600mm (Pk S)	5397007198225	1	18.33	18.33
	Sandford Ivory Style Slab Bridging Door 600mm (Pk D)	5397007198089	2	15.00	30.00
	600mm Premium Drawer Box	5397007162240	1	30.00	30.00
	600mm Premium Pan Drawer Boxes x 2	5397007162288	1	79.17	79.17
	▼ 150mm Base with Pull Out				£63.34
12	150mm Base Cabinet - White Cooke & Lewis				
	<b>⚠ This product is discontinued</b>	5397007212785	1	55.84	55.84
	Sandford Ivory Style Slab Standard Door 150mm (Pk L)	5397007198164	1	7.50	7.50
	▼ CL Base Corner				£293.34
	▼ 925mm Corner Base Cabinet				£108.33
2	925mm Corner Base Cabinet - White Cooke & Lewis				
	<b>⚠ This product is discontinued</b>	5397007212891	1	61.67	61.67
	Sandford Ivory Style Slab 925 Corner Post	5397007198287	1	13.34	13.34
	Sandford Ivory Style Slab Standard Door 300mm (Pk A)	5397007198058	2	9.17	18.33
	Soft Close 165 degree hinge	5397007216554	2	7.50	15.00
	▼ 925mm Corner Base Cabinet				£108.33
6	925mm Corner Base Cabinet - White Cooke & Lewis				
	<b>⚠ This product is discontinued</b>	5397007212891	1	61.67	61.67
	Sandford Ivory Style Slab 925 Corner Post	5397007198287	1	13.34	13.34
	Sandford Ivory Style Slab Standard Door 300mm (Pk A)	5397007198058	2	9.17	18.33
	Soft Close 165 degree hinge	5397007216554	2	7.50	15.00
	▼ 1000mm Full Height Corner RH				£76.67
9	1000mm Base Cabinet - White Cooke & Lewis	5397007212884	1	32.50	32.50
	Blanking Panel For White CL Corner Unit	5397007213447	1	9.17	9.17
	Sandford Ivory Style Slab Base Corner Post	5397007198263	1	16.67	16.67
	Soft Close 110 Hinge	5397007016406	1	5.83	5.83
	Sandford Ivory Style Slab Standard Door 500mm (Pk B)	5397007198065	1	12.50	12.50
	▼ CL Wall Cabinet				£153.33
	▼ 1000mm Wall				£88.33
14	Soft Close 110 Hinge	5397007016406	2	5.83	11.67
	Sandford Ivory Style Slab Standard Door 500mm (Pk B)	5397007198065	2	12.50	25.00

		1000mm Wall 290mm Deep - White Cooke & Lewis	5397007213065	1	28.34	28.34
		Sandford Ivory Style Slab 18mm White Replacement Wall End Panel 290	5397007205978	2	11.67	23.33
						£65.00
15		Soft Close 110 Hinge	5397007016406	2	5.83	11.67
		Sandford Ivory Style Slab Standard Door 500mm (Pk B)	5397007198055	2	12.50	25.00
		1000mm Wall 290mm Deep - White Cooke & Lewis	5397007213065	1	28.34	28.34
	▼ End Panel					£135.00
		Sandford Ivory Style Slab 18mm White End Support	5397007206449	9	15.00	135.00
	▼ Plinth					£20.00
	▼ IT Matched					£20.00
		Sandford Ivory Style Slab Plinth	5397007205886	2	10.00	20.00
	▼ Cornice					£30.00
	▼ IT Matched					£30.00
		Sandford Ivory Style Slab Cornice/Pelmet	0000003871263	2	15.00	30.00
	▼ Pelmet					£15.00
	▼ IT Matched					£15.00
		Sandford Ivory Style Slab Cornice/Pelmet	0000003871263	1	15.00	15.00
	▼ Handle					£58.33
		Rod handle Brushed Nickel Finish 220mm	0000003177211	10	5.83	58.33
	▼ Worktop					£468.34
	▼ Laminate					£450.84
		Ebony Granite Gloss Worktop 3m	0000003260111	1	54.17	54.17
		Ebony Granite Gloss Worktop 3.6m	0000003384336	1	86.67	86.67
		Ebony Granite Gloss Edging Strip	0000003376768	4	9.17	36.67
		Ebony Granite Gloss Breakfast bar 665mm deep	0000003628010	2	126.67	253.33
		B&Q Colorfill Ebony Granite Gloss				
		<b>⚠ This product is discontinued</b>	0000003263105	3	6.67	20.00
		Adhesive	0000003604199	1	5.00	5.00
		Worktop Connecting Bolt				
		<b>⚠ This product is discontinued</b>	0000003536278	3	4.17	12.50

## Recommended

We have suggested some products based on your design and listed them within your estimate


Description	EAN	Quantity	Unit Price	Total Price
Hippobag Hipposkip (H)1000mm (W)1650mm (L)2100mm	5060056080123	1		
Pack C Pop-Up Waste	3663602901617	1	6.67	6.67
Basket Waste Topper	5035889074021	1	6.67	6.67
Plinth Lock	0000003868751	1	8.33	8.33
Plastic Plinth Clips	5397007058697	6	2.50	15.00

Total Estimated TradePoint Price: **£2,303.33**

Total Estimated B&Q Price: **£2,303.33**

Savings: **£0.00**

Excluding installation - Excluding VAT

There are marked item(s) unavailable to order 



**APPLICATION FORM FOR ORGANISATIONS APPLYING FOR GRANT AND DISCRETIONARY FUNDING AND FUNDING IN KIND FROM THE HIGHLAND COUNCIL – Over £10,000 – Common Good Funds**

**Name of Organisation:**

Blythswood Care

**Name of Project or Activity Requiring Support:**

Highland Foodbank - Inverness

**Which of the Council's funding streams are you applying to?**

*(Please provide closing date details where applicable)*

Inverness Common Good Fund

**Is the amount you are applying for:**

- £5,000 or under     Under £10,000     £10,000 or over

**Total amount applied for: £20,000 for 2020.....**

**Estimated cost of funding in kind applied for: £.....**

**Please detail what funding in kind has been applied for e.g. Council staff time, use of premises or equipment, waiving of fees or administration support**

**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 ..... SC048001.....	<input checked="" type="checkbox"/>	Company Limited by Guarantee If yes – Company Number .....	
Other - please specify.....			

**Please remember guidance to completing the application form is available [here](#). Appropriate links to the guidance are situated throughout the form: [This page](#)**

For official use only



# PART 1: ABOUT YOUR ACTIVITIES OR PROJECT

Guidance on completing part 1: ABOUT YOUR ACTIVITIES OR PROJECT

1.1 What is the name of your activity or project?

Highland Foodbank - Inverness

1.2 When will your activity or project take place? (specifically those for which you are seeking an award from The Highland Council)

Start date (month and year) On-going.....  
End date (month and year) On-going.....  
Location...The Foodbank is the on-going provision of a service in Inverness through the Foodbank Centre in Glebe Street.

1.3 What activity or project do you want us to support?

- For example:*
- *Aims of the project and how you are going to do it*
  - *Help with running costs or for a specific project or activity?*
  - *Who will benefit*

Please note that the Council will be unable to provide any resources not specified on this form or supporting information.

Highland Foodbank was launched in 2005 with the opening of the Foodbank Centre in Madras Street, Inverness. A second Foodbank Centre was opened at Hilton Village in 2014 to provide easier access to clients in the Ness-side, Inverness South and Millburn Wards of the city. With the growth of the use of foodbanks we were having to store and sort food at four main locations which involved some double-handling of stock and also additional staff and volunteers for sorting and driving. It was decided that the best solution was to find suitable premises in Inverness that could be the central store and to also be open Monday to Friday for clients to come for food.

In September 2018 we located to premises in Glebe Street, Inverness. In the last year this centralised the storage and provided a base for a more efficient service. Highland Foodbank has a Highland-wide reach with support for rural foodbanks being managed from the Glebe Street centre.

The Glebe Street centre has a custom-designed lounge / meeting room for clients to be seen in a more relaxed environment than the previous centres. Feedback from clients and referring agencies who have visited is all positive with a 100% preference for the new centre.

The Foodbank exists to provide emergency food supplies to local people suffering financial crisis – these come from a wide cross-section of the community including people awaiting benefits, people on low incomes, and people who have been made redundant. The food distributed by Highland Foodbank is donated by members of the local community, including groups such as businesses, churches and schools. Clients are referred to Foodbank by one of the 100+ partner agencies who work with Foodbank in Inverness including the Highland Council's Care Health & Social Care Service, the Service Points, the Highland Council's Housing Services, the Scottish Welfare Fund, local branches of the Citizens' Advice Bureau and the local Women's Refuge. The Foodbank Centre aims to offer a welcoming space where besides getting food, client can discuss their current issues should they wish to do so, and be signposted to other appropriate agencies should this be necessary and should they wish to be referred.

Usage of Highland Foodbank remains high – **4,470** people from the Inverness area were provided with food in financial year April 2018 to March 19, an **increase of 20%** on the previous 12 months.

The £20,000 being sought from the Common Good Fund will contribute to the total running costs of the Inverness element of the project at the Glebe Street centre. This will help us provide support and will be a massive benefit to Inverness people suffering real hardship.

1.4 Does your activity or project involve building or landscaping work?

Yes  No [

If yes please answer both a) and b) below.

a) Does your organisation (Please tick):  
Have ownership of the land or building

Yes  No [

**OR**

Hold at lease of at least 5 years that cannot be ended by the landlord?

Yes  No [

b) Is planning permission needed for your project? Tick one option below.

Planning permission not required

Planning permission required and has been granted

1.5 Please tell us how your project or activity will help the Council to meet its Public Sector Equality Duty to:

- Get rid of unlawful discrimination, harassment and victimisation;
- Make sure that people from different groups\* are treated fairly and have equal chances to use services and that there is more equality between groups\*;

- Make sure that people from different groups\* get on together.
- \*Groups are people who have “protected characteristics” in the Equality Act: age, gender reassignment, pregnancy and maternity, religion or belief, sexual orientation, disability, marriage and civil partnership, race and sex.

For example are people with protected characteristics likely to face barriers; how you intend to tackle these barriers; does your project promote inclusion?

The service provided in Inverness by Highland Foodbank addresses, in an equitable way, the needs of people in the community who are facing financial crisis. The Foodbank service is available to everyone in need, and clients are referred by one of the local partner organisations, of which there are about 100, including the Highland Council’s Care and Learning Service the Inverness Service Points, the Highland Council’s Housing Services, the Scottish Welfare Fund, the local branches of the Citizens’ Advice Bureau and the local Women’s Refuge.

These partner organisations are responsible for assessing the need of the clients before referring them.

The relocation to a single centre has provided a more efficient streamlined provision with the majority of people coming from the local community. Support is still provided to people who would have attended the other locations we used to have centres but a review showed numbers there remained lower and the public are best served with having the main base and staff at one location. Numbers have increased in the last year which indicates that people needing Foodbank are able to attend. This has also led to an increase in the number of volunteers giving time to help sort food and meet with clients.

1.6 Where relevant and appropriate please describe any contribution your project may make towards promotion of the Gaelic language?

1.7 Please tell us if you have spoken to anyone about your application for advice and support – e.g. Local Highland Council Elected Member, Community Council Member, Council Staff, local Council for Voluntary Service (CVS) – If yes, please provide details:

The Highland Council have been very supportive of the Highland Foodbank over many years and we value the continued commitment in helping us make a difference to people struggling in times of crisis.

1.8 Please tell us about any funding in kind you are seeking from the Council:

Detail i.e. premises, facilities, staff time, waiving of fees	Estimated value

N/A	
-----	--

1.9 Please provide a breakdown of how much will your activities/project will cost and how much Funding you are applying for from The Highland Council:

Item/Activity	Breakdown of Total Costs £	Year 1 £	Year 2* £	Year 3* £	Total £
Staffing	This figure is the total salary costs of (a) the Foodbank Manager for Inverness and Nairn, (b) the post of administrative assistant based at the Glebe Street (c) Foodbank Centre in Inverness. Management and admin support at head office in Evanton. (d) Foodbank Warehouse supervisors	£58,536			
Other Costs e.g. property costs, transport, equipment, insurance, marketing	<p>Vehicle and transport expenses (including expenses of one year purchase costs of van for collecting and delivering food)</p> <p>Cost of purchasing food when donated stocks of particular items run low. (NB this is funded by donations from the public earmarked for purchasing food.)</p> <p>Stationery and office expenses</p> <p>Phones and Wi-Fi</p> <p>Utilities costs.</p> <p>Glebe Street rent</p> <p>Glebe Street rates (being contested)</p> <p>Trussell Trust fee (the franchiser) which covers resources, support and access to an on-line database for recording donations and distribution of food.</p>	<p>£6,200</p> <p>£2,500</p> <p>£2,000</p> <p>£650</p> <p>£3,000</p> <p>£16,750</p> <p>£1,274</p> <p>£360</p>			
<b>Total Project Cost £</b>		<b>91,270</b>			
<b>Total Funding Request £</b>		<b>20,000</b>			

1.10 **Other funding relating to this project** Please include other funders and own resources and income. Continue on separate sheet if required.

Organisation and status of application	Year 1 £	Year 2* £	Year 3* £	Total £
Following a successful bid to the Trussell Trust we received 80% funding from their Asda Fight Hunger Create Change Fund to recruit a warehouse supervisor for Glebe Street. The 20% balance was provided by a private donor making this additional new and necessary post 100% funded from new support.	£15,054			
Individual donation to cover the first year of the van purchase costs.	£4,100			
Successful <input checked="" type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				
The annual costs of the Foodbank project, other than those which have been met by the Common Good Fund and the one stated above are met from the funds of Blythwood Care and from personal donations from individuals.				
Successful <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				
<b>Totals</b>	<b>£19,154</b>			

\*See guidance notes for specific funding stream to see if you are able to apply for more than one year of funding.

1.11 Please tell us how you know that there is a need for this activity or project and how your approach will meet this need. This might include:

- a. Community support for your project (e.g. surveys, etc.)
- b. Statistics which show the need for your project (e.g. unemployment figures, crime statistics)
- c. Evidence from similar projects which shows that they have worked (e.g. research from elsewhere or evaluations of previous local work)

Over the 14 years since Highland Foodbank was established, there has been a year-on-year increase in demand for its services and all indications suggest that an increased level of usage is likely to continue. This reflects national trends.

1.12 Is this a new or additional activity or project? – Yes  No [

If yes, what change will your activities or project make in your community?

If No, how has your activities or project been funded in the last three years?

Funded by Blythswood Care with, in addition, generous donations from the Common Good Fund, Trussell Trust/Asda and individual donations.

- 1.13 Please tell us how you will know that your activities or project is working and that you are benefiting your community. You only need to provide targets for the years in which your project will operate. See the detailed guidance for examples of targets.

How you will know you have made the change?		
Year 1 Measurable Outcome	Year 2 Measurable Outcome	Year 3 Measurable Outcome
The Foodbank Centre in Glebe Street will continue in operation		
New volunteers will be recruited and trained as required		
The number of volunteers at the Foodbank Centre will remain adequate		
Over 4,000 clients will be supported at the Foodbank Centre in the course of the year		
Records of the total weight of donated and distributed food will be maintained.		
There will be evidence of regular communications with donors		

- 1.14 If it is intended that this activity or project continue beyond the period of Council support, how will it be funded?

The major source of funding for the Foodbank project as a whole will be Blythswood Care which is itself largely dependent on donations from the public. There are also smaller fund-raising initiatives held throughout the year.

- 3.3 a) When did your organisation start? Month September.....Year 2005.....
- b) What geographic areas and/or communities of interest (e.g. Young people, people with disabilities, older people, people from an ethnic minority background) does your organisation cover?

The Highland Foodbank's parent organisation Blythswood Care was founded in 1966. Blythswood Care is committed to providing holistic care for people marginalised and in need, chiefly in Eastern Europe and India, but also through the Foodbank Project in the Scottish Highlands.

The Highland Foodbank was launched in 2005 with the opening of the Foodbank Centre in Madras Street, Inverness. The Foodbank exists to provide emergency food supplies to local people suffering financial crisis – these come from a wide cross-section of the community including people awaiting benefits, people on low incomes, and people who have been made redundant.

The food distributed by Highland Foodbank is donated by members of the local community. The Foodbank has a Highland-wide reach but a majority of clients come from the Inverness Wards, where they contact the service at the Glebe Street Centre.

The Foodbank Centre, staffed by trained volunteers who work with supervision from the warehouse supervisor and Foodbank Manager, seeks not simply to provide food, but to offer a welcoming, supportive environment where clients can feel comfortable, and, should they wish, can talk about their current issues and be signposted to other appropriate agencies as required.

- c) Is there any restriction on who can join your organisation?  
Yes  No  If yes, what are they and why do you have them?

Highland Foodbank is not a membership organisation.

- d) How many people are on your governing body or management committee? The ultimate governing body is the group of Trustees of Blythswood Care of whom there are 7.

- e) Are there Highland Council Elected Members or Officers or Community Councillors on or attending your Management Committee or Board? *(please note that this will not affect your application)*

Yes  No []

If yes, please provide names:

Highland Council Elected Members	Role i.e. Office Bearer, Voting Member, Ex-official / advisory, other

Community Councillors	Role i.e. Office Bearer, Voting Member, Ex-official, other

Council Officers	Role i.e. Office Bearer, Voting Member, Ex-official, other

- 3.4 Does or has your organisation received any other funding from The Highland Council? Please provide information relating to Council funding for the last 3 years:

Yes [] No

If yes –

- a) What is/was it for, and from which Service or Ward budget was it provided?

<p><b>Year 1:</b> We received a £20,000 contribution to the general running costs of the project, including the Hilton Foodbank Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2016/17.</p>
<p><b>Year 2:</b> We received a £20,000 contribution to the general running costs of the project, including the Hilton Foodbank Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2017/18.</p>
<p><b>Year 3:</b> We again received a £20,000 contribution to the general running costs of the project, including the Glebe Street Foodbank Centre and a contribution towards the salary of a part time Administration Assistant from the Inverness Common Good Fund in 2018/19.</p>



b) How much funding do/did you receive?

<b>Year 1: £20,000</b>
<b>Year 2: £20,000</b>
<b>Year 3: £20,000</b>

c) Estimated value of existing funding in kind, and from which Service or Ward budget was/is it provided?

<b>Year 1: £0</b>
<b>Year 2: £0</b>
<b>Year 3: £0</b>

**BLYTHSWOOD CARE (FORMERLY BLYTHSWOOD CARE 2017)**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE PERIOD ENDED 31 DECEMBER 2018**

	Note	Unrestricted funds £	Restricted funds £	2018 Total Funds £	Combined 2017 Total Funds £
<b>INCOME FROM:</b>					
Donations and legacies	3	4,643,269	447,585	5,090,854	5,346,069
Commercial trading operations	4	2,279,138	-	2,279,138	2,315,548
Investments	5	7,741	-	7,741	5,400
<b>TOTAL</b>		<b>6,930,148</b>	<b>447,585</b>	<b>7,377,733</b>	<b>7,667,017</b>
<b>EXPENDITURE ON:</b>					
Raising funds	6	427,801	-	427,801	456,005
Commercial trading operations		2,210,206	-	2,210,206	2,062,093
Charitable activities	7	4,251,892	619,474	4,871,366	5,254,555
<b>TOTAL</b>		<b>6,889,899</b>	<b>619,474</b>	<b>7,509,373</b>	<b>7,772,653</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>40,249</b>	<b>(171,889)</b>	<b>(131,640)</b>	<b>(105,636)</b>
Transfer between funds		(140,914)	140,914	-	-
<b>NET MOVEMENT ON FUNDS</b>		<b>(100,665)</b>	<b>(30,975)</b>	<b>(131,640)</b>	<b>(105,636)</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		392,155	282,572	674,727	780,363
Total funds carried forward		291,490	251,597	543,087	674,727

All income and expenditure derive from continuing operations.

The notes on pages 22 to 42 form part of these financial statements.

**BLYTHSWOOD CARE (FORMERLY BLYTHSWOOD CARE 2017)**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)**  
**FOR THE PERIOD ENDED 31 DECEMBER 2018**

	Note	Unrestricted funds £	Restricted funds £	2018 Total Funds £	2017 Total Funds £
<b>INCOME FROM:</b>					
Donations and legacies	3	4,747,289	462,039	5,209,328	-
Investments	5	94,015	-	94,015	-
<b>TOTAL</b>		<b>4,841,304</b>	<b>462,039</b>	<b>5,303,343</b>	<b>-</b>
<b>EXPENDITURE ON:</b>					
Raising funds	6	331,363	-	331,363	-
Charitable activities	7	4,198,403	447,648	4,646,051	-
<b>TOTAL</b>		<b>4,529,766</b>	<b>447,648</b>	<b>4,977,414</b>	<b>-</b>
<b>NET INCOME</b>		<b>311,538</b>	<b>14,391</b>	<b>325,929</b>	<b>-</b>
Transfer between funds		(106,957)	106,957	-	-
<b>NET MOVEMENT ON FUNDS</b>		<b>204,581</b>	<b>121,348</b>	<b>325,929</b>	<b>-</b>
<b>RECONCILIATION OF FUNDS</b>					
Total funds brought forward		-	-	-	-
<b>Total funds carried forward</b>		<b>204,581</b>	<b>121,348</b>	<b>325,929</b>	<b>-</b>

The company has made no gains or losses other than as reported above.

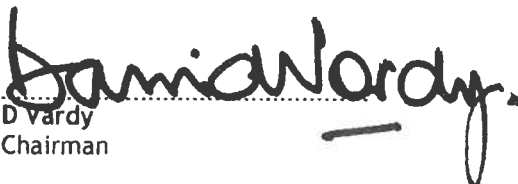
The notes on pages 22 to 42 form part of these financial statements.

**BLYTHSWOOD CARE (FORMERLY BLYTHSWOOD CARE 2017)**  
**CONSOLIDATED BALANCE SHEET - 31 DECEMBER 2018**

	Note	2018 £	Combined 2017 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	12	960,575	1,008,576
<b>CURRENT ASSETS</b>			
Stock		13,737	9,902
Debtors	14	155,409	132,307
Cash at bank and in hand		138,227	214,873
		<u>307,373</u>	<u>357,082</u>
<b>CREDITORS: amounts falling due within one year</b>	15	<u>(541,246)</u>	<u>(468,693)</u>
<b>NET CURRENT LIABILITIES</b>		<u>(233,873)</u>	<u>(111,611)</u>
<b>CREDITORS: amounts falling due after more than one year</b>			
Provision for liabilities	16 18	(167,972) (15,643)	(201,251) (20,987)
<b>NET ASSETS</b>		<u>543,087</u>	<u>674,727</u>
<b>FUNDS</b>			
Unrestricted funds	21	291,490	392,155
Restricted funds	20	251,597	282,572
		<u>543,087</u>	<u>674,727</u>

The Directors have prepared group accounts in accordance with Section 44 of the Charities and Director Investment (Scotland) Act 2005.

The financial statements were approved and authorised for issue by the Board and were signed on its behalf by:

  
D Vardy  
Chairman


Date: 9 SEPTEMBER 2018

The notes on pages 22 to 42 form part of the financial statements.

**BLYTHSWOOD CARE (FORMERLY BLYTHSWOOD CARE 2017)**  
**BALANCE SHEET - 31 DECEMBER 2018**

	Note	2018 £	2017 £
<b>FIXED ASSETS</b>			
Tangible fixed assets	12	328,502	-
Investments	13	2	-
		<u>328,504</u>	<u>-</u>
<b>CURRENT ASSETS</b>			
Debtors	14	192,483	-
Cash at bank and in hand		853	-
		<u>193,336</u>	<u>-</u>
<b>CREDITORS: amounts falling due within one year</b>	15	<u>(195,911)</u>	<u>-</u>
<b>NET CURRENT LIABILITIES</b>		<u>(2,575)</u>	<u>-</u>
<b>CREDITORS: amounts falling due after more than one year</b>	16	<u>-</u>	<u>-</u>
<b>NET ASSETS</b>		<u>325,929</u>	<u>-</u>
<b>FUNDS</b>			
Unrestricted funds	21	204,581	-
Restricted funds	20	121,348	-
		<u>325,929</u>	<u>-</u>

The financial statements were approved and authorised for issue by the Board and were signed on its behalf by:

  
D Vardy  
Chairman

Date: 9 SEPTEMBER 2019

The notes on pages 22 to 42 form part of the financial statements.



**BLYTHSWOOD CARE (FORMERLY BLYTHSWOOD CARE 2017)**  
**CONSOLIDATED CASH FLOW STATEMENT**  
**FOR THE PERIOD ENDED 31 DECEMBER 2018**

	Note	2018 £	Combined 2017 £
<b>Cash flows from operating activities:</b>			
Net cash provided by operating activities	19(a)	(41,897)	61,856
<b>Net cash provided by operating activities</b>		<b>(41,897)</b>	<b>61,856</b>
<b>Cash flows from investing activities:</b>			
Purchase of tangible fixed assets		(59,042)	(107,364)
Proceeds from sale of tangible fixed assets		5,268	7,729
<b>Net cash used in investing activities</b>		<b>(53,774)</b>	<b>(99,635)</b>
<b>Cash flows from financing activities:</b>			
Cash inflows from new borrowings		-	20,000
Repayments of borrowings		(35,199)	(29,592)
Interest paid		(12,006)	(8,081)
Hire purchase repayments		(4,000)	(667)
<b>Net cash used in financing activities</b>		<b>(51,205)</b>	<b>(18,340)</b>
<b>Decrease in cash and cash equivalents in the period</b>		<b>(146,876)</b>	<b>(56,119)</b>
Cash and cash equivalents at 31 December 2017	19(b)	85,043	141,162
Cash and cash equivalents at 31 December 2018	19(b)	(61,833)	85,043



## Inverness Common Good Fund Grants



### Evaluation Form

<b>Organisation</b>	<b>Blythswood Care</b>
<b>Project Name</b>	Highland Foodbank. £18,000 (90%) was paid in January to allow for cash flow towards the running costs.
<b>Project Description</b>	The £20,000 grant award contributes to the total running costs of the Inverness element of the Project - the Glebe Street Foodbank centre and warehouse - and will allow the continuing employment of an administrative assistant (working the equivalent of three days per week) who is based at Glebe Street at an annual cost of £11,000.
<b>Original Outcome Expected</b>	The existing Foodbank operation will continue: the centralised Foodbank centre at Glebe Street will continue to serve clients, the food donations warehouse, administrative tasks, volunteer management and liaison with partner agencies will be maintained, and the administrative assistant will remain in post, allowing the co-ordinator to focus on service development issues.
<b>Evidence of Outcome</b>	Evidence of a successful outcome will include: <ul style="list-style-type: none"><li>• Statistics of foodbank usage in Inverness &amp; Nairn</li><li>• Data on the number of food donations received</li><li>• Statistics of food handled by the Glebe Street warehouse</li><li>• Evidence of the number of partner agencies involved</li><li>• Evidence of the number of volunteers giving their time</li><li>• Evidence of regular contact with donors and potential donors</li><li>• The administrative assistant will remain in post</li></ul>

<p><b>Breakdown of Final Project Costs and Funding</b> (Final Accounts should be submitted)</p>	<p>The £18,000 received in January 2019 has been used towards the costs shown below for January to August 2019 to sustain the continued running costs for Highland Foodbank.</p> <table data-bbox="464 376 1262 479"> <tr> <td>£11,166</td> <td>Rental costs for the Glebe Street Foodbank Centre</td> </tr> <tr> <td>£7,528</td> <td>Salary for Foodbank Administrator</td> </tr> <tr> <td>£18,694</td> <td><b>Total</b></td> </tr> </table> <p><b>The £2,000 balance of the awarded grant is required to go towards these costs for September to December.</b></p>	£11,166	Rental costs for the Glebe Street Foodbank Centre	£7,528	Salary for Foodbank Administrator	£18,694	<b>Total</b>
£11,166	Rental costs for the Glebe Street Foodbank Centre						
£7,528	Salary for Foodbank Administrator						
£18,694	<b>Total</b>						
<p><b>Marketing of Project</b></p>	<p>The project is marketed through regular communications with partner agencies and with local churches, schools and supermarkets. The Inverness Common Good Fund logo is used in communications, and press releases are sent out as appropriate.</p>						
<p><b>Numbers Attended</b></p>	<p>It is estimated that in the course of 2019, 6,500 people will receive help from Foodbank in Inverness and Nairn.</p>						
<p><b>What Worked Well</b></p>	<p>After almost 14 years of development and experience the Inverness and Nairn Foodbank run smoothly and efficiently.</p>						
<p><b>What could be improved upon</b></p>	<p>The backroom warehousing operation would run more smoothly if Foodbank had more appropriate stacking facilities. Blythswood Care is actively seeking funding for this.</p> <p><i>Since submitting this application we have been successful in obtaining grants to provide dollies for the stacks baskets of food which has helped with the efficiency of the Foodbank warehouse and also made it easier to recruit and retain volunteers.</i></p>						
<p><b>Overall Assessment</b></p>	<p>The project continues to meet real needs in the community, supporting people when they are facing financial hardship.</p>						