



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:

Visit Inverness Loch Ness Ltd (VILN)

Name of Project or Activity Requiring Support:

Support to sales team promoting Inverness for Business Tourism

This a continuation of the funding allocated in 2019 for the same.

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

(Please provide closing date details where applicable)

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 p.a.....

Estimated cost of funding in kind applied for: £.....N/A.....

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

N/A

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		Company Limited by Guarantee If yes – Company Number ... SC474489	X
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			
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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?

Business Tourism Events for Inverness

- Business tourism is the provision of facilities and services to delegates who annually attend meetings, conferences, exhibitions, business events, incentive travel and corporate hospitality

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).....1 Oct 2021

End date (month and year).....30 Sep 2022.....

Location.....UK, Europe, North America.....

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.

As we continue the area recovery for of all types of tourism we need to make sure we are very much front of mind for Business Tourism as these events revert from computer screen meetings to face to face in destination events.

From the numerous digital events we have attended over the last year or so, we know that there is a massive desire from the industry to get travelling and what we have to offer with the venues, experiences, open spaces and fresh air is appealing to the corporate and agency buyers.

Our area is ideal for mid size meetings and conferences and amazing incentive travel programmes.

As travel restrictions relax in the coming weeks and months the industry leading Trade Shows are scheduled to go ahead starting from November 2021.

At the City of Inverness Area Committee meeting on 5th March 2015 it was agreed that attracting conferences and events is very positive for the area and as such to continue the subvention funding.

However, this can only be used and as such successful by attracting conferences and events in the first place.

2015 was the first time there has been an organisation dedicated to promoting and attracting business tourism events to Inverness, VILN has dedicated personnel just for this.

The application is for support with costs related to attendance at industry trade shows and the marketing materials required for such

Following on from the plan in previous years the intention is to attend the leading industry trades shows to continue to raise awareness of the area for Business Tourism and to seek out new opportunities.

Benefit will be for the entire Inverness area and businesses within such as accommodation providers, venues with function spaces, transport providers, food and beverage outlets, local attractions and activity companies.

Visitors introduced to the area at business tourism events often go on to become future holiday visitors thereby increasing the economic benefit to the area

This is an opportunity to increase the awareness of Inverness as a go to destination for Business Tourism and success would give us all a great story to tell.

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?

We will encourage all types of events with no barriers to any group. This will include conference, meetings, conventions, incentive travel – not just general tourism

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

While not applicable in terms of gaining conference business it is normal practice to include Gaelic as an element of the welcome to conferences that do come here and this would be expected to continue for new events.

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:

Yes we have spoken to Council Staff
David Hass (City Manager)

As well as discussing this element recently this approach included frequent consultation during the development of the original VILN Business Plan and details of this were presented to the Council and the Area Committee prior to the ballot.

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 £
Other Costs e.g. property costs, transport, equipment, insurance, marketing	Please see list of costs related to the various specific activities. Note: all costs include VAT				
	Tradeshows				
	IMEX America Nov 2021	10,500			10,500
	Ibtm Barcelona Nov 2021	8,900			8,900
	M&I Forum Spring 2022	7,795			7,795
	Visit Scotland Trade Mission 2022	5,000			5,000
	M&I Forum Summer 2022	7,795			7,795
	Incentive Buyer FAM Trip Q1 2022	5,000			5,000
Marketing Materials					
Tradeshow Giveaways	800				800
Total Project Cost £		45,790			45,790
Total Funding Request £		20,000			20,000

Notes:

1. The TBID contributes over £40,000 p.a. from the levy for the staff and overhead costs to attract Business Tourism Events to Inverness
2. This application and the figures given are only for the specific additional elements
3. At the end of the Year a full report will be presented

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 £
From TBID annual budget: • Marketing / Travel	5,790			5,790
Successful <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				

Application to HIE for funding	20,000			20,000
Successful <input type="checkbox"/> <input checked="" type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>				
Totals	25,790			25,790

*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)

- Over 2.5m business trips are made to Scotland annually
- Business tourism is worth in excess of £1.9billion to the Scottish economy
- Spend per night by business visitors is double that of leisure
- The UK accounts for 67% of total tourism expenditure
- The main overseas markets for business tourism in Scotland in terms of volume of trips are Germany, USA, Norway, The Netherlands and France.
- In terms of spend they are the USA, Germany, Norway, Ireland and France
- Edinburgh and Glasgow are second only to London in the UK, in terms of number of international association conferences
- Tourism Minister Fergus Ewing has announced a £1 million investment from the Scottish Government to help attract major international conferences to Scotland

Sources: IPS (International Passenger Survey); GBTS (Great British Tourism Survey); MPI (Meeting Professionals International) UK Economic Impact Study; ICCA.

Inverness needs to continue to have dedicated attendance at industry events. Presence of representatives from Visit Scotland, Visit Aberdeen and Central belt service suppliers have clearly led to an increase in the awareness of destinations in Scotland as good for Business Tourism.

The Central Belt, Aberdeen and Dundee have all benefitted from a combination of an increase/upgrade of facilities available and from regular representation at industry events and trade shows.

Having attendance from someone dedicated to Inverness we will increase business to the area, continuing to put the destination in the forefront of the decision makers minds and thus leading to an increase in requests to host Business Tourism events.

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?

Visit Inverness Loch ness is the first Tourism BID in the UK and has led to applications from several other areas. We need to do all that we can to make a success of our own BID to benefit the members and Inverness.

An increase in Business Tourism events will not only give an economic benefit to the area but also a potential increase in jobs.

Business Tourism events tend to be held outside of the summer season and as such is a perfect fit for us with hotels and many other service providers already at maximum capacity at this time.

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
Increase in request for proposals sent to us by agencies, associations and businesses out of the area	Confirmed business from trade show contacts and appointments	Continued confirmed business and at least one major conference
Regular reporting is done to the VILN Board that includes a Council member		
Full report of year one will be supplied to the Council		
Confirmed business from trade show contacts and appointments		

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

The activities will continue through funding from:

- The VILN fund budget for the period of the initial VILN duration.
- Any additional third party funding available
- Any governmental funding available

These funds may be supplemented through income received from commissions on new business given to Inverness suppliers

- 3.3 a) When did your organisation start? Month...April.....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 and the Wards previously listed
 We would be promoting the entire area as a destination to be used for Business Tourism

- c) Is there any restriction on who can join your organisation?

Yes No If yes, what are they and why do you have them?

Although only 370 local businesses are automatically included, any other business in the area has the option to 'opt in' and benefit from the services offered currently this 50 businesses opt-in

- d) How many people are on your governing body or management committee? ...12...
- 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
Helen Carmichael	Leader Inverness City

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?

<p>Year 2018:</p> <ol style="list-style-type: none"> 1) May 2018 – From tourism development grant scheme budget to assist the Tourism BID in providing services and projects on behalf of the local tourism industry 2) June 2018 – From Common Good Fund for Business Tourism (similar application)
<p>Year 2019:</p> <ol style="list-style-type: none"> 1) May 2019 – From tourism development grant scheme budget to assist the Tourism BID in providing services and projects on behalf of the local tourism industry 2) June 2019 – From Common Good Fund for Business Tourism (similar application)
<p>Year 2020:</p> <ol style="list-style-type: none"> 3) May 2020 – From tourism development grant scheme budget to assist the Tourism BID in providing services and projects on behalf of the local tourism industry 4) June 2020 – From Common Good Fund for the Inverness Influencer Lodge Project – Week 1 Oct 2020 / Week 2 planned for Sep 2021 – also supported By the VisitScotland Growth Fund

b) How much funding do/did you receive?

<p>Year 2018:</p> <ol style="list-style-type: none"> 1) £10,000.00 2) £20,000.00
<p>Year 2019:</p> <ol style="list-style-type: none"> 3) £10,000.00 4) £20,000.00
<p>Year 2020:</p> <ol style="list-style-type: none"> 1) £10,000.00 2) £10,000.00

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

Year 2018: 1. N/A 2. N/A
Year 2019: 3. N/A 4. N/A
Year 2020: 1. N/A 2. N/A

1.3 What activity or project do you want us to support

Business Tourism

Target business sector in priority order:

1. Incentive Travel Buyers
2. Associations
3. Meeting Planners
4. Conference Planners

Target Markets in priority order:

1. North America
2. UK & Ireland – direct flight access (esp. London, Manchester, Dublin)
3. Europe – Benelux
4. Europe – Other (esp. France, Germany)
5. Asia – (esp. China)

IMEX - America

Las Vegas

November 2021

- Overview: The largest meetings industry trade show in the US
- Target Audience: International buyers of all MICE products. Attendance of over 3,700 trade attendees and 2,000 pre-qualified hosted buyers, industry associations ICCA, MPI, ASAE, PCMA and SITE all attend
 - Agency, including incentive, business and conference travel agencies, full-service incentive houses, conference organizers, sales and promotion agencies, marketing, PR and advertising agencies.
 - Association, from international or U.S. institutions, federations or associations who organize congresses, conventions and meetings internationally. Plus Association Management Companies and Professional Conference Organizers.
 - Corporate, including executives of companies involved with meetings, conferences and incentive travel programs. Hosted buyers have responsibility for, or direct influence over, decisions regarding destinations and/or venues.
 - Other: Independent Planners, Religious Conference Planners, planners from military group reunions
- To qualify as a hosted buyer at IMEX America, a buyer must be responsible for planning, organizing, recommending or making financial decisions for corporate meetings and hospitality, incentive travel programs, association meetings, conferences, seminars, exhibitions, roadshows, product launches, promotional events or training programs.
 - IMEX requires full details of 3 events - 2 must be past events occurring within the last 18 months, and 1 can be a confirmed upcoming event which will occur in the next 12 months.
 - Buyers from within the USA - at least 2 events must have occurred outside of the US
 - Buyers from outside the USA - at least 1 event must have occurred within the US and the other 2 events must have occurred outside of their home country
- Format: VisitScotland take a stand in the exhibition and invites Scottish partners to exhibit alongside them featuring destination presentations to hosted buyer groups on the bespoke stand, on-stand reception with entertainment, hospitality and a partner dinner with extensive pre-show marketing to their database of US buyers. IMEX is very much appointment-driven and attracts a significant proportion of hosted buyer programmes. A number of opportunities also exist both during and outside of the show to meet association buyers and MICE agents.
- Desired Outcome: Increased awareness to the buyers of the area as an ideal and new destination for all MICE business and with a new go to contact for enquiries. Consideration in forthcoming RFP's.

Estimated costs:

Registration	£7,200.00
Travel	£1,800.00
Accommodation	£800.00
Expenses	£700.00
Total	£10,500.00

Potential benefit to Inverness City from one North American Client Meeting for 200 delegates £237,000

Venue Used	£47,000	Hotel Accommodation	£109,000
Food & Beverage	£42,000	Entertainment	£6,000
Shopping	£14,000	Tours	£7,000
Local Transport	£3,000	Technical	£9,000

IBTM World**Barcelona****November 2021**

- Overview: One of the leading annual events for the global meetings and incentives industry.
- Target Audience: International incentive and meeting planners. Over 15,000 industry professionals attend each year.
- Format: This is an appointment-driven show with buyers making appointments directly with exhibitors. Hosted buyers are also scheduled to visit specific stands for presentations. VisitScotland has a large stand in the Great Britain & Ireland zone and accommodates up to 20 partners on the stand.
- Desired Outcome: Increased awareness to the buyers of the area as an ideal and new destination for all MICE business and with a new go to contact for enquiries. Consideration in forthcoming RFP's.

Estimated costs:

Registration	£6,900.00
Travel	£800.00
Accommodation	£700.00
Expenses	£500.00
Total	£8,900.00

Potential benefit to Inverness City from one European Client Meeting for 200 delegates £231,000

Venue Used	£71,000	Hotel Accommodation	£83,000
Food & Beverage	£41,000	Entertainment	£5,000
Shopping	£5,000	Tours	£4,000
Local Transport	£5,000	Technical	£17,000

M&I Forum - Europe Spring**Seville, Spain****May 2022**

- Overview: One of the series of annual leading meeting and incentive forums
- Target Audience: Pre qualified buyers of all MICE products from UK & Europe including agencies (66%), corporates (23%), associations (5%) and independents (6%)
 - Average budget per buyer - €2.4M
 - Average number of events booked per year by buyers – 62
 - Total purchasing power of buyers attending - €805M
- Format: Four days, 50 one-to-one pre-scheduled meetings alongside cocktail receptions, gala dinners and networking activities.

- Desired Outcome: Increased awareness to the UK & European buyers of the area as an ideal and new destination for all MICE business and with a new go to contact for enquiries. Consideration in forthcoming RFP's.

Estimated costs:

Registration	£5,895.00
Travel	£800.00
Accommodation	£700.00
Expenses	£400.00
Total	£7,795.00

Potential benefit to Inverness City from one European Client Meeting for 200 delegates £231,000

Venue Used	£71,000	Hotel Accommodation	£83,000
Food & Beverage	£41,000	Entertainment	£5,000
Shopping	£5,000	Tours	£4,000
Local Transport	£5,000	Technical	£17,000

Visit Scotland Trade Mission

America

Dates TBD

- Overview: The North American Business Development mission provides Scottish Businesses an excellent opportunity to expand their market reach in both Canada and the USA. This mission will focus on buyers located on the east coast and is suitable for businesses working with the North American Travel Trade, as well as those wishing to renew their focus within this market. USA is Scotland largest overseas market and Canada is the 10th.
- Target Audience: Agency's in New York and Toronto areas
- Format: Businesses from across Scotland including DMO's, Accommodation providers, activity providers and DMC's visit the large agency's in their offices to present to their teams.
- Desired Outcome: Increased awareness to the buyers of the area as an ideal destination for all business and with a new go to contact for enquiries. Consideration in forthcoming RFP's.

Estimated costs:

Registration	£1,600.00
Travel	£1,800.00
Accommodation	£900.00
Expenses	£700.00
Total	£5,000.00

Potential benefit to Inverness City from one USA Client Meeting for 200 delegates £231,000

Venue Used	£71,000	Hotel Accommodation	£83,000
Food & Beverage	£41,000	Entertainment	£5,000
Shopping	£5,000	Tours	£4,000
Local Transport	£5,000	Technical	£17,000

M&I Forum - Europe Autumn

Porto, Portugal

September 2022

- Overview: One of the series of annual leading meeting and incentive forums
- Target Audience: Pre qualified buyers of all MICE products from UK & Europe including agencies (66%), corporates (23%), associations (5%) and independents (6%)
 - Average budget per buyer - €2.4M
 - Average number of events booked per year by buyers – 62

- Total purchasing power of buyers attending - €805M
- Format: Four days, 50 one-to-one pre-scheduled meetings alongside cocktail receptions, gala dinners and networking activities.
- Desired Outcome: Increased awareness to the UK & European buyers of the area as an ideal and new destination for all MICE business and with a new go to contact for enquiries. Consideration in forthcoming RFP's.

Estimated costs:

Registration	£5,895.00
Travel	£1,600.00
Accommodation	£700.00
Expenses	£400.00
Total	£8,595.00

Potential benefit to Inverness City from one European Client Meeting for 200 delegates £231,000

Venue Used	£71,000	Hotel Accommodation	£83,000
Food & Beverage	£41,000	Entertainment	£5,000
Shopping	£5,000	Tours	£4,000
Local Transport	£5,000	Technical	£17,000

Hosted UK Incentive Travel Agency Buyers FAM Trip in association with Visit Scotland

- Postponed from March 2020
- VisitScotland would invite the buyers and pay for flight costs
- VILN to arrange itinerary

Total **£5,000**

Marketing Materials

- Tradeshow Giveaways – Purchase and production of items of local flavour - **£800**

Total **£800.00**

Income Statement
for the Year Ended 31 March 2020

	Notes	31.3.20 £	31.3.19 £
TURNOVER		205,954	191,936
Cost of sales		<u>133,632</u>	<u>330,878</u>
GROSS SURPLUS/(DEFICIT)		72,322	(138,942)
Administrative expenses		<u>177,639</u>	<u>161,709</u>
		(105,317)	(300,651)
Other operating income		<u>90,946</u>	<u>316,155</u>
OPERATING (DEFICIT)/SURPLUS and (DEFICIT)/SURPLUS BEFORE TAXATION		(14,371)	15,504
Tax on (deficit)/surplus		<u>(2,395)</u>	<u>2,862</u>
(DEFICIT)/SURPLUS FOR THE FINANCIAL YEAR		<u><u>(11,976)</u></u>	<u><u>12,642</u></u>

Visit Inverness Loch Ness Ltd (Registered number: SC474489)

Other Comprehensive Income
for the Year Ended 31 March 2020

Notes	31.3.20 £	31.3.19 £
(DEFICIT)/SURPLUS FOR THE YEAR	(11,976)	12,642
OTHER COMPREHENSIVE INCOME	—	—
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	<u>(11,976)</u>	<u>12,642</u>

The notes form part of these financial statements

Abridged Balance Sheet31 March 2020

	Notes	31.3.20 £	£	31.3.19 £	£
FIXED ASSETS					
Tangible assets	5		3,612		447
CURRENT ASSETS					
Debtors		26,744		34,328	
Cash at bank and in hand		95,300		124,251	
		122,044		158,579	
CREDITORS					
Amounts falling due within one year		85,331		106,725	
NET CURRENT ASSETS			36,713		51,854
TOTAL ASSETS LESS CURRENT LIABILITIES			40,325		52,301
RESERVES					
Income and expenditure account			40,325		52,301
			40,325		52,301

The company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2020.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2020 in accordance with Section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

All the members have consented to the preparation of an abridged Balance Sheet for the year ended 31 March 2020 in accordance with Section 444(2A) of the Companies Act 2006.

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

.....
Ms M Huggett - Director

.....
G Bell - Director

The notes form part of these financial statements

Statement of Changes in Equity
for the Year Ended 31 March 2020

	Retained earnings £	Total equity £
Balance at 1 April 2018	39,659	39,659
Changes in equity		
Total comprehensive income	12,642	12,642
Balance at 31 March 2019	<u>52,301</u>	<u>52,301</u>
Changes in equity		
Total comprehensive income	(11,976)	(11,976)
Balance at 31 March 2020	<u><u>40,325</u></u>	<u><u>40,325</u></u>

Detailed Income and Expenditure Account
for the Year Ended 31 March 2020

	31.3.20		31.3.19	
	£	£	£	£
Turnover				
Levy Membership Fees	193,229		180,317	
Opt In Fees	12,725		11,619	
	<u> </u>	205,954	<u> </u>	191,936
Cost of sales				
Marketing Costs	49,485		37,558	
Website Costs	16,861		7,879	
Visit Britain	19,962		42,043	
Infrastructure Costs	9,086		230,159	
Business Development Costs	3,385		2,808	
Events	23,148		10,431	
FAM Trips & Influencers Costs	11,705		-	
	<u> </u>	133,632	<u> </u>	330,878
GROSS SURPLUS/(DEFICIT)		72,322		(138,942)
Other income				
Events Income	5,402		5,977	
Visit Britain	25,264		47,627	
Other Income	1,053		9,508	
South Loch Ness Trail	-		205,465	
Common Good Fund	18,000		18,000	
Highlands & Islands Enterprise	25,134		19,578	
Government Grants	10,000		10,000	
FAM Trips & Influencers	6,093		-	
	<u> </u>	90,946	<u> </u>	316,155
		163,268		177,213
Expenditure				
Wages	107,364		96,568	
Social Security	6,756		5,688	
Pensions	2,438		1,474	
Rent	1,082		-	
Insurance	1,418		1,339	
Commission	-		1,914	
Telephone	1,950		1,400	
Post and Stationery	624		1,048	
Travelling & Meeting Costs	2,840		1,886	
Business Tourism Costs	34,731		37,474	
Repairs and Renewals	4,139		111	
Subscriptions	384		1,450	
Sundry Expenses	2,222		1,125	
Ballot Costs	-		5,754	
Accountancy	1,000		975	
Professional Fees	3,529		3,565	
Legal Fees	4,700		-	
	<u> </u>	175,177	<u> </u>	161,771
Carried forward		(11,909)		15,442

Detailed Income and Expenditure Account
for the Year Ended 31 March 2020

	31.3.20		31.3.19	
	£	£	£	£
Brought forward		(11,909)		15,442
Finance costs				
Bank Charges	633		(423)	
Credit Card Charges	64		106	
Paypal Charges	-		6	
	<u> </u>	697	<u> </u>	(311)
		(12,606)		15,753
Depreciation				
Fixtures and Fittings	153		90	
Computer Equipment	1,612		223	
	<u> </u>	1,765	<u> </u>	313
		(14,371)		15,440
Profit on disposal of fixed assets				
Computer Equipment		-		64
		<u> </u>		<u> </u>
NET (DEFICIT)/SURPLUS		<u>(14,371)</u>		<u>15,504</u>

Marketing and Promotions
Detailed Income and Expenditure Account
for the Year Ended 31 March 2020

	31.3.20		31.3.19	
	£	£	£	£
Turnover				
Levy Membership Fees	72,680		46,112	
Opt In Fees	12,725		11,619	
	<u> </u>	85,405	<u> </u>	57,731
Cost of sales				
Marketing Costs	49,485		37,558	
Website Costs	16,861		7,879	
FAM Trips & Influencers Costs	11,705		-	
	<u> </u>	78,051	<u> </u>	45,437
GROSS SURPLUS		<u> </u>		<u> </u>
		7,354		12,294
Other income				
FAM Trips & Influencers		6,093		-
		<u> </u>		<u> </u>
		13,447		12,294
Expenditure				
Wages	12,863		11,415	
Social Security	584		879	
	<u> </u>	13,447	<u> </u>	12,294
NET SURPLUS		<u> </u>		<u> </u>
		-		-

General ActivitiesDetailed Income and Expenditure Account
for the Year Ended 31 March 2020

	31.3.20		31.3.19	
	£	£	£	£
Levy Membership Fees		120,549		134,205
Cost of sales				
Visit Britain	19,962		42,043	
Infrastructure Costs	9,086		230,159	
Business Development Costs	3,385		2,808	
Events	23,148		10,431	
	<u> </u>	<u>55,581</u>	<u> </u>	<u>285,441</u>
GROSS SURPLUS/(DEFICIT)		64,968		(151,236)
Other income				
Events Income	5,402		5,977	
Visit Britain	25,264		47,627	
Other Income	1,053		9,508	
South Loch Ness Trail	-		205,465	
Common Good Fund	18,000		18,000	
Highlands & Islands Enterprise	25,134		19,578	
Government Grants	10,000		10,000	
	<u> </u>	<u>84,853</u>	<u> </u>	<u>316,155</u>
		149,821		164,919
Expenditure				
Wages	94,501		85,153	
Social Security	6,172		4,809	
Pensions	2,438		1,474	
Rent	1,082		-	
Insurance	1,418		1,339	
Commission	-		1,914	
Telephone	1,950		1,400	
Post and Stationery	624		1,048	
Travelling & Meeting Costs	2,840		1,886	
Business Tourism Costs	34,731		37,474	
Repairs and Renewals	4,139		111	
Subscriptions	384		1,450	
Sundry Expenses	2,222		1,125	
Ballot Costs	-		5,754	
Accountancy	1,000		975	
Professional Fees	3,529		3,565	
Legal Fees	4,700		-	
	<u> </u>	<u>161,730</u>	<u> </u>	<u>149,477</u>
		(11,909)		15,442
Finance costs				
Bank Charges	633		(423)	
Credit Card Charges	64		106	
Paypal Charges	-		6	
	<u> </u>	<u>697</u>	<u> </u>	<u>(311)</u>
Carried forward		(12,606)		15,753

This page does not form part of the statutory financial statements

Visit Inverness Loch Ness Ltd (Registered number: SC474489)

General Activities

Detailed Income and Expenditure Account
for the Year Ended 31 March 2020

	31.3.20		31.3.19	
	£	£	£	£
Brought forward		(12,606)		15,753
Depreciation				
Fixtures and Fittings	153		90	
Computer Equipment	1,612		223	
	<u>1,765</u>		<u>313</u>	
		(14,371)		15,440
Profit on disposal of fixed assets				
Computer Equipment		-		64
		<u>-</u>		<u>64</u>
NET (DEFICIT)/SURPLUS		<u>(14,371)</u>		<u>15,504</u>



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:

Change Your World Events Ltd
24 Westfield Drive
Inverness
IV2 5TR

Name of Project or Activity Requiring Support:

2022 Change Your World Conference

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

(Please provide closing date details where applicable)

City of Inverness Area Committee – closing date 9th July 2021

Is the amount you are applying for:

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

Total amount applied for: £9-£17K (see attached costings)

Estimated cost of funding in kind applied for: Venue, catering & Marketing are my biggest outlays and the areas I need the most financial and in kind support.

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

Highland Council and Highlife Highland sponsorship/collaboration for promotion/marketing of conference with view to creating wellbeing programmes together. Also having partnerships/sponsorship with local businesses such as BID, HIE, UHI, Visit Scotland, The Fitness Lab, Hotels etc to help promote and create awareness of the event would be hugely beneficial. We could great exclusive discounts for their networks as an incentive and deals with hotels to entice people to the area for the event and to stay for a holiday, creating more spend in the Highlands.

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

Third Sector (voluntary or community) organisation		Community Council	
Registered Charity		Company Limited by Guarantee	x

If yes – Registration number		If yes – Company Number SC561980	
Other - please specify.....			

For official use only Application reference number			
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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?

Change Your World Conference 2022

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

Start/End date (month and year) **One day event in May or June 2022 – to be decided depending on venue availability and Pandemic guidelines.**

Location.....**Inverness, either Eden Court, The Kingsmills Hotel or The Drumossie Hotel.**

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.

a) When did your organisation first start meeting or running activities or projects?

Change Your World was set up in 2016. I began running an informal weekly life coaching meet up group to see if there was interest in personal development activities. The group was a great success with over 300 members and up to 15 people attending each week. (This was the maximum limit I could host in my living room). We officially launched with the Highland's first health & wellbeing/personal development conference on the 7th April 2017 at Eden Court, Inverness. I went on to host another 3 conferences, 2 more in Inverness and one in Glasgow. I started to diversify in my events and planned a 5th Conference for medical and health professionals looking at the power of nutrition, functional medicine, and lifestyle prescribing. This was planned for the 20th June 2020 at the Centre for Health Sciences, but cancelled due to the Covid 19 Pandemic. I have also run a number of well attended workshops and motivational talks:-

- The Neuroscience of Self Love with Avigail Abarbanel,
- *Change & Design Your Own LIFE Story Workshop with Mindset & Leadership coaches Will & Jayne Murtha*
- *Life, Happiness and Everything - An inspirational talk by bestselling author Isabel Losada*
- *Excelling Under Pressure -Take control of Stress & Master Resilience – delivered by myself.*

N.B. Please refer to the Summary pdf included with our supporting evidence.

- b) ***Does your organisation cover the whole of the Highland Council area or just a certain area? Does your organisation assist or support a particular range of people e.g. children or people over 50 years? It might be that your organisation supports more than one of these groups.***

Change Your World Events are open to everyone across the Highland Council area and beyond. We are currently coaching people across the world in our online daily coaching group – Change Your World Every Day.

Whilst it is predominantly adults between 25-75 who have attended my events, children and teenagers are welcome and did attend my last conference. The feedback from the teenagers was extremely positive, one in particular stating; “*I wish they taught this stuff in school*”. Children under 14 can attend free.

My conferences have seen people attend from all over the UK and Europe, South America and I’ve had speakers from South Africa and Vietnam. They have attracted audiences who follow the work of Change Your World, but attendees have also come from the speakers who have helped promote my events to their large networks. With the right marketing support, we can extend this reach. I also trialled streaming one of the events for anyone who could not attend in person, demonstrating our determination to be all inclusive, of course our preference is always to have people attend in person to enjoy the full experience of the event and all the Highlands has to offer.

In 2019, I set up [Change Your World Every Day](#) – a daily, online coaching group for people who were inspired by my Change Your World Conferences and wanted to be supported with a consistent personal development practice to make positive changes in their lives. The group has gone from strength to strength and now has over [50 coaches](#) and 80 weeks of coaching content which is open to anyone over 16. The coaching group is fast becoming the “Netflix of Personal Development” where members can watch hours of life changing content and be supported by the community and vast range of experts in the group.

I am currently in the process of transferring ***Change Your World Every Day*** into a social enterprise so we can work with the NHS, local charities, and other social enterprises such as Clarity Walks and I have also been in discussions with a local GP about prescribing life coaching and my group to patients to empower them to make positive changes in their lives.

I am currently running a fully evaluated trial in collaboration with [Befriender’s Highland](#) over the next 3 months to record the positive impact daily life coaching has on the member’s lives.

The huge range of speakers, coaches and health & wellbeing professionals I now have on my database also means Change Your World has now become a one stop shop for all your training and coaching needs. Whether it is for an individual or an organisation, we have an expert who can deliver training, a keynote speech or a complete cultural organisational revamp. This can provide lots of exciting opportunities for organisations in the Highlands to transform their businesses into the success they are seeking.

c) Please tell us if your group excludes any individuals or groups from taking part in your organisation's activities or membership and tell us why.

I do not discriminate. My doors are open to anyone wishing to work on themselves and make positive changes. (If anyone were to behave inappropriately and cause harm, upset or offense to others they would be removed from our coaching services and events.)

d) How many people are on your committee? You should have a minimum of three people.

Change Your World is run by myself and the support of external contractors brought in to deliver training and coaching services. I have now employed Michelle Walls who is an external contractor who helps me with admin and daily running of Change Your World. As mentioned, we are looking to transfer **Change Your World Every Day** – our daily coaching group into a social enterprise and will be recruiting a committee in due course.

e) It is important that you include all Highland Council Elected Members, Community Councillors and Council Officers involved in your organisation. Please note that this will not affect your application.

There are no Highland Council elected members, community councillors and council officers involved in running and organisation of Change Your World.

I am applying for funding from the Common Good Fund because I would like to host another Change Your World Conference in 2022 (Covid permitting).

The Change Your World conferences are health & wellbeing/personal development conferences for individuals and organisations. The aim is to inspire and empower people to transform their health, happiness, and wellbeing, supporting people to live life better, in whatever way that means for them.

Change Your World's mission statement is to create a positive ripple effect for individuals, organisations, and the environment through the power of personal development. We know that when we work on ourselves, we start to think and feel better, when we think and feel better, we make better choices – when we make better choices, we get better results and that's when our world starts to change.

The aim of the conference is to inspire and empower attendees, as well as equip them with tools and techniques so they can start making positive changes in their lives and start creating the life they really want to live. All research shows happier, healthier people are more productive, creative, resilient, and more resourceful. The ripple effect of this is hugely positive, not to mention reducing the demand on our already overstretched NHS and health care services – which is only set to get worse as the fallout from the pandemic is becoming more and more prevalent.

The event will host up to 10 motivational speakers who will deliver keynote speeches and workshops. I will also have up to 20 exhibitors with a range of services that can support people with the changes they want to make long after the event: continuing the ripple effect and creating future business for local organisations.

The idea of the exhibitors is to connect with people whilst they are inspired and fired up during the event, they are encouraged to act immediately and start the ripple effect whilst attending the event and to take the first step to making the change they want to make, getting support from the services available before they leave the event. The exhibitors will be a mixture - nutritionists to recruitment/career advice, personal trainers, debt counselling and a wide range of therapists so people can connect with the right people to support them.

It would be fantastic to collaborate with Highlife Highland and/or the Fitness Lab and offer a coaching programme that encompasses physical, emotional and mindset/life coaching.

I will also promote our Change Your World Every Day, our online coaching group. This allows for attendees to continue their personal development practice and be supported long after the event has finished. The ripple effect of this for loved ones, their children and colleagues is amazing, as this self-development creates better parents, partners, managers and team members. When you have a personal development practice you become a leader in your own life, which in turn inspires people around you.

I am applying to the ICGF to help cover the costs of the event, for expenditure such as the venue hire, catering, marketing, staffing, speaker fees and travel/accommodation costs. Having self-funded all my events in previous years the rising costs in venues, catering marketing etc have proved increasingly more difficult to make these events financially viable which is a great shame given the difference they make to people's lives. You will see from the attached costing spreadsheets I have found ways to cut back, whilst still maintaining the quality, but with financial support I could deliver something special. I have relied heavily on my own efforts to promote my events, with extra support from organisations in the Highland Council region promoting the event to raise awareness. I can extend the reach and draw more people to the Highlands, which will generate investment for the area.

Receiving funding from the Common Good Fund would allow me to continue this great work, create employment, business for local companies and bring tourism to the Highlands which will also support the hospitality industry.

Having now put on 4 previous Change Your World Conferences I have a lot of experience in hosting events, which is also combined with my background as a producer with the BBC for 18 years. I am so passionate about personal development and bringing this to the attention of everyone as I know how world changing it is. I have transformed my own life through self-improvement and now help others to do the same through my range of coaching and training services – this is the ripple effect of my own development – what else could be created if we just support people to develop their true potential.

There are numerous benefits from my events, the first is to the attendees and this can be seen in the testimonials of attendees from previous events (*see testimonial document attached with our supporting evidence*) – also available on the [Change Your World website](#)

As the events are well attended with over 100 attendees, combined with speakers, their partners, plus the exhibitors, volunteers and filming/AV staff required for the event, we can easily have up to 250 people attending the event, which brings business to the area, particularly for the hospitality industry. With the right marketing support, we could significantly increase the number of people attending and the spend.

I plan to host my event on a Friday, meaning anyone attending outside the area will need to arrive on the Thursday evening, no doubt they will be sure to make a weekend of it; spending money touring Scotland, visiting local attractions, restaurants etc. My events also generate business for local organisations, first for the venue used, the caterers, film & AV crew, local marketers to promote the event, advertising in local media platforms and of course the exhibitors who attend the event and generate business from showcasing their products and services.

Previous attendees came from far and wide - London, Manchester, Northampton, Devon, Bristol, Wales, Isle of Mull, Dundee, Edinburgh, Glasgow as well as abroad – South Africa, Chile, Vietnam and Ireland. Many have returned with their partners and families when they have seen all that the Highlands have to offer.

This is another key aim of Change Your World; to put Inverness and the Highlands on the map as a place of excellence for health and wellbeing. We have incredible landscapes and scenery here in Scotland. Nature provides everything we need to heal and live vibrantly. The Highlands have so much to offer in that respect - I've always felt we have hidden our light – possibly because we want to keep it a secret, but we have the opportunity to be real trailblazers when it comes to leading the way in creating health, wellbeing and happiness through positive lifestyle habits, which includes having a nourishing environment around us. The Highlands provides the perfect relaxing and restorative holiday, a getaway which will have people returning time and time again when they experience the healing benefits of the Highlands.

I have a big vision to create a Change Your World Wellness centre going forward, this will be a place to host events and training for individuals, organisations, and school children. It will also have a series of therapy rooms so people can access everything from counselling to holistic therapies to help with their healing and personal development. It will also have a café selling foods that are designed to improve health and gut microbiome. We would deliver nutrition, cooking and wellbeing workshops to educate people on how they can prevent, and reverse ill health and common chronic lifestyle conditions caused by stressed, poor diet, poor sleep etc and show how you can introduce small changes and good lifestyle habits that will transform their health and happiness.

The conferences are stage one of this process to create awareness of Change Your World and its vision.

The focus of the event will be values – something that a lot of people have been considering, revaluating, and questioning since the pandemic hit. This event will encapsulate all the fears, worries, concerns that people have experienced pre and post covid and showcase how to transform them into empowering action. Mental Health experts have now identified a new stress response condition called PPSD – Post Pandemic Stress Disorder. This is a direct result of the fallout they are witnessing due to

the lockdowns and covid pandemic.

This event will benefit any individual attending, but it is also great for team building days and corporate training and will spark culture change in individuals and organisations for the better. As one previous attendee who worked in Mental Health Services said:
“Change Your World Should be on NHS Prescription”.

I hope you can detect my passion for my work from the application, I have a huge vision to help people transform their lives and make a difference in the world. I have taken Change Your World as far as I can on my own, but now I need support to allow us to grow and expand the organisation. Financial support would be gratefully appreciated, but I am also looking to collaborate with organisations who can support Change Your World and my vision, and help spread awareness of the work we do, so we can help more people. Our health care systems are buckling under the demands. We live in a chronically stressed society and it is getting worse – it’s time for a new approach and with a collaborative approach, I believe we can be trailblazers who will be inspiring leaders.

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 event will be open to everyone, we celebrate diversity as we understand the benefits. Our conferences are designed to unite and connect people through the inspirational talks. Attendees are already looking for change, they want to make a difference in their own lives, and they are looking to connect with a new network of people who are also looking for more from life – Change Your World Events empower, educate and inspire people into positive action and the ripple effect of the day continues long after the event has finished, which is reflected in the numerous testimonials as mentioned before. A great energy is generated during our events which connects and bonds attendees, which unites people and again, continues long after the event.

We also support the plus one scheme to allow people with disabilities to attend and our events are also fully accessible for anyone with mobility issues. (As a carer and guardian to my own sister who has learning disabilities, inclusiveness and equal opportunities are core values of mine that I seek to promote at every opportunity)

We will also have a wide range of speakers from diverse backgrounds, covering a range of topics that will be there to challenge unconscious biases, as well as support attendees to open/change their thinking and mindsets –The mind is like a parachute, it works best when its open – this is what we aim to do, encourage the attendees to be open to new concepts and perspectives and empower them to change their world.

As the theme of the event will be based on values, we will explore where our values come from, how they shape and influence us and how they may be limiting us. We will explore the subject of unconscious bias and how to challenge our own thinking as well as the perspectives of others in a kind, compassionate and constructive way, creating a more inclusive and caring mindset.

Self-awareness is the first step to creating change, we need to understand ourselves and our own belief systems first before we can create positive change in both our personal and professional lives. Our Change Your World Conferences are designed to promote either the start of a personal development practice or to build on an already continuing practice which sees the development of oneself. It is proven that a self-development practice produces better role models and inclusive, inspirational leaders. The ripple effect of our events positively impacts both our personal and professional lives and starts the process of creating a fairer and more equal world. As Gandhi says, *'If you want to change the world, start with yourself'*.

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

Although we will not be directly targeting the promotion of the Gaelic language, we will be promoting tourism. Visitors to Scotland will learn more about our heritage, including the Gaelic language.

I will also be speaking to my former colleagues at BBC Alba to see if they would be interested in covering and broadcasting the event on their channels.

- 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:

We initially spoke with David Haas, Inverness City Area Manager for Highland Council, about applying for funding through the Common Good Fund to allow us to host an event in 2022. We wanted to check that a Change Your World Conference would be considered as a suitable match for the requirements of the ICGF. David informed us that it certainly sounds like it meets all the criteria and looks forward to receiving our application. At this stage no other conversations have been held with any local officials.

- 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
<ul style="list-style-type: none"> • Event to be promoted by Eden Court internally and externally in their brochures and website. • Intranet promotion by Highland Council • Marketing campaign support to all Highland Council residents with newsletter promoting event. • Marketing support and sponsorship of the event from local aligned businesses, with promotion to their employees and networks • Sponsorship and promotion with MFR Radio of the event. • Sponsorship and promotion from Highland Council and its services such as Highlife Highland • Collaboration with Highlife Highland and the Fitness Lab to create training programmes/ongoing coaching targeting mindset, health & wellbeing to support positive change for individuals, organisation, and families. • Collaboration with UHI/HIE, BID and other local organisations to create health & wellbeing programmes, which would include physical & mental wellbeing, life sciences such as Neuroscience and immunology • Volunteers from schools/universities to help run the event on the day. 	Not Known
<p>N.B. I have listed above suggestions and ideas for how the Highland Council could support my conference but I'm not able to quantify the costings at this stage. The more support we can get from local businesses, health and wellbeing organisations etc to help spread awareness of the event, the better – This has been the single biggest challenge of all my events, trying to get the word out that the event is happening. Any support to market and promote the event will be gratefully received.</p>	

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	EITHER Breakdown of Total Costs for Eden Court	OR Breakdown of Total Costs for Kingsmill
Marketing	1500	1500
Press/Facebook Ads/MFR Promotion	1500	1500
Flyers/Printing	300	300
Speaker fees	3000	3000
Speaker accommodation	1530	1530
Speaker travel	1080	1080
Speaker travel during stay	180	180
Venue hire & catering	5000	9315
Photographer	600	600
AV Equipment	0	3144
Filming & editing	2212	2212
Merchandise/bags/notepads	1800	1800
<i>(for a full summary – please refer to my costing spreadsheet which provides details of my costs for previous conferences)</i>		
Total Project Cost	£18,702	£26,161
Total Funding Request	EITHER £9,102	OR £16,561

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	Total £
We will be selling tickets and exhibitor spaces. This will be used to cover the CYW event fee. Surplus profits will be used towards an event for the next year.	
Ticket Sales – estimated 120 x £65 = £7800	£7,800.00
Exhibitors Tickets – estimated 18 x £100 = £1800	£1,800.00
No other funding for this event has been applied for.	
Successful <input type="checkbox"/> Unsuccessful <input type="checkbox"/> Awaiting Decision <input type="checkbox"/>	
Totals	£9,600.00

*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)

Previous conferences/testimonials. My events have been well attended in the past. Awareness of the event has also been a challenge for a start-up business with a limited budget. With the support of the ICGF and supporting organisations this would make a significant difference to the amount of people we can reach

Opportunity for a new approach: In the light of the Covid-19 pandemic, more than ever people are re-evaluating their health, well-being, working/family life and the environment they live in. The pandemic has forced us all to re-evaluate our lives and make changes, some were forced, and some were chosen. The pandemic has created both opportunity and challenge, people are looking for guidance to navigate through those challenges and are keen to create opportunity from adversity – Change Your World can be part of that guidance, creating empowered people who are leading their lives with a new approach, focus and direction. You can read more about this in the article listed below.

Time Article – [Why the COVID-19 Pandemic Has Caused a Widespread Existential Crisis](#)

Mental health stats. Quarterly statistics from Public Health Scotland, published in March 2021, show that adults and children are still not receiving mental health services when they need them. The figures show that that 1 in 4 children and young people were turned away from specialist mental health services during October to December 2020: this figure previously stood at 1 in 5.

And 20% of the 17,023 adults who started psychological therapies during this period waited longer than the official target of 18 weeks.

None of the 14 regional NHS Boards met the 18-week target for adult psychological therapies services in Scotland, while only five did so for children and young people's services.

Jo Anderson, Director of External Affairs at SAMH said "Scotland's mental health services were struggling before the pandemic, and today's figures demonstrate once again that we need a radical new plan. Young people deserve the right to get help the first time they ask, without fearing that they will be turned away. And the need for quick access to psychological wellbeing support has never been greater."

Change Your World Conferences can be part of the 'radical new plan'!

Mind – [Mental Health Charity stats](#) - Mind responds to figures out from Office for National Statistics (ONS) which have found that rates of depression have doubled during coronavirus pandemic.

Figures found:

- Almost one in five adults (19.2%) were likely to be experiencing some form of depression during the coronavirus (COVID-19) pandemic in June 2020; this had almost doubled from around 1 in 10 (9.7%) before the pandemic (July 2019 to March 2020).
- One in eight adults (12.9%) developed moderate to severe depressive symptoms during the pandemic, while a further 6.2% of the population continued to experience this level of depressive symptoms; around 1 in 25 adults (3.5%) saw an improvement over this period.
- Feeling stressed or anxious was the most common way adults experiencing some form of depression felt their well-being was being affected, with 84.9% stating this.
- Over two in five (42.2%) adults experiencing some form of depression during the pandemic said their relationships were being affected, compared with one in five (20.7%) adults with no or mild depressive symptoms. –
- **Guardian Article June 2021 - [‘I’m broken’: how anxiety and stress hit millions in UK Covid-19 lockdown - Mental health crisis looms as families struggle with effects of living with pandemic.](#)**

PREVENTABLE LIFESTYLE DISEASES STATS

Cancer UK Stats

- 367,167 new cases of cancer from 2015 – 2017 in the UK
- 166,533 deaths from Cancer 2016 -2018 in the UK – Approx 228 people a day.
- Currently, 38% of cancers are preventable. With changes to our diet, reduction of stress, improvement to our lifestyle habits, we could significantly reduce the onset of lifestyle diseases such as cancer.

Diabetes Statistics

- Around 90% of people with diabetes have type 2 diabetes which is preventable.
- More than 4.9 million people in the UK have diabetes.
- 13.6 million people are now at increased risk of type 2 diabetes in the UK.
- 850,000 people are currently living with type 2 diabetes but are yet to be diagnosed.
- **If nothing changes, we predict that 5.5 million people will have diabetes in the UK by 2030.**
- Research has consistently shown that for some people, combined lifestyle interventions - including diet, physical activity, and sustained weight loss - can be effective in reducing the risk of type 2 diabetes by about 50%.

Heart Disease – British Heart Foundation

- 7.6 million people are living with heart and circulatory diseases.
- **450 deaths every day from heart or circulatory disease.** That’s one every three minutes in the UK. *(That’s the equivalent of a plane full of people and more, dropping out of the sky every day. If this was happening, we’d be doing*

something about air travel. Why are we ignoring this pandemic that has been happening for decades?)

- **More than 100,000 hospital admissions each year due to heart attacks**
- 1 stroke every 5 minutes
- In the UK there are more than 100,000 hospital admissions each year due to heart attacks: that's one every five minutes.
- The heart is the first organ in the body to be affected by stress – It was the single biggest killer of both men and women **worldwide** in 2019. It is killing more people than Covid -19 and is completely preventable, and in some cases fully reversible with changes to our lifestyle habits.

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?

I have previously hosted 4 Change Your World Conferences, which have been fully funded by myself. This is how I launched Change Your World Events. Each event has been a great success for all who attended, and the feedback has been hugely positive with customers asking if I am planning to host more.

Whilst the events have been well received and attended, due to the high running costs of venue hire, catering, travel and hospitality, and the need for good marketing support to create awareness of the event, it is just not viable for me to run another Change Your World Conference without financial support. As I was starting a new business with all the initial outlays, there were a number of set up costs in the beginning, but even with cutting back of costs for each event, it has been impossible for me to make any significant profit or pay myself for the work required to put on such a large event. I have tried raising the cost of ticket prices, but feedback was that the tickets were too high. Incidentally, this feedback came from people who had not previously attended a Change Your World Event and had not experienced the high calibre of production, inspiring speakers and good quality, nutritious catering that all the events had to offer – not to forget the lasting influence it would have. This has been my biggest challenge; the concept of personal development is still rather new in the Highlands. Events like this happen all the time in the big cities, particularly in England, I am keen to change that and make the Highlands a go to place for inspiration, training and of course, showcase the restorative benefits of holidaying in the Highlands.

All attendees who have attended a Change Your World Conference have said my tickets are extremely reasonably priced. With funding support, I can keep the ticket price low, so the curious, fence sitters will be tempted to attend. With your support, we can attract a wider audience. I will also be able to employ a marketing company to create a successful marketing campaign, I am hoping this will be a local company like Techlan run by Fergus Weir who is familiar with the work of Change Your World and shares my passion for empowering people to transform their lives. The aim would be to attract new customers from far and wide, bringing spending and investment into the area. If we collaborated with Visit Scotland, we could really showcase what the healing Highlands have to offer.

Also, with funding I will be able to attract bigger name speakers for the event. I have a vast database of contacts who would be a big attraction, however they require payment, especially after the events industry has been decimated due to the pandemic and speakers will be looking to earn money again.

I will be able to create income from tickets and exhibitor sales and any profit would be

put back into arranging an event for the following year.

My change Your World Events are life changing, I have numerous emails, from previous attendees who have made huge positive changes in their lives as a result of attending my events – Please see one such email from Jane Campbell below.

Hi Suzy

I just wanted to forward on a message that I've just sent to David Hamilton. But I also wanted to say such a big thank you for your Change Your World Conferences as they really did change my world! You probably don't realise the effect that they had on people, and still have. In fact I did a Dry January this year after hearing the guys from One Year No Beer speak - which was 2 years ago. They have given me such confidence and inspiration. So a very big thank you from me.

Best wishes

Jane Campbell

Begin forwarded message:

From: Jane Campbell <janetherapies@gmail.com>

Subject: Thank You

Date: 11 February 2020 at 10:44:56 GMT

To: enquiries@drdavidhamilton.com

Hi David

You most probably won't remember this but about 2 years ago, at the Change Your World Conference in Inverness, you asked me to stand up and tell the audience how Change the World had indeed changed my world.

Well I stood up and spoke but to this day I have absolutely no idea what I said; but once I sat down all I knew was that I was soooo proud of myself for having stood up in front of 150 people and actually got words out of my mouth! I didn't care what anybody else thought (huge thing for me not to care); I was delighted :). Little did you know that I had the biggest fear of public speaking. I had, as a child, been sent to a speech therapist as I didn't like to speak; I was incredibly shy and quiet and preferred to stay in the background. I spent most of my life hiding away but knew that deep down that it wasn't who I truly was. After Suzy's first conference it gave me such confidence seeing other people up on that stage being nervous but sharing with honesty their stories and I knew that I too could change. So since then I have left the security of a well paid corporate job and am now full time in my Complementary Therapies business which is going well. I have delivered a couple of interactive workshops to about 10 people each time and thoroughly enjoyed them so when I was asked to give a talk to a local group I said yes. So for the past few months (I got asked in August if I would do this) it's been at the back of my mind and all my doubts kept surfacing but I knew it was something I really had to tackle. So I prepared my talk and practised it and got family to read over it to make sure it was okay. Then I found out there would be about 50 people there on the day and I would have to wear a microphone - oh dear!!! Well I was panicking a bit after hearing that but I did my Reiki, meditation, deep breathing and knew deep down I could do this and if it didn't go well, then it didn't and not much I could do about it.

So anyway yesterday morning I was praying for heavy snow, so that the talk would be cancelled but no, our weather was okay. So anyway after nearly a bottle of rescue remedy and practising my power pose (thought of you as I did it) I went along to the venue and although I was shaking inside, once I got the head mic on (ooh I thought I was Madonna for a wee moment there) and started speaking then the passion for my therapies came to the front and pushed away my nerves and do you know what? I actually really enjoyed it and got some fabulous feedback.

So I just wanted to say thank you for pushing me out of my comfort zone and who knows what the future now holds for me.

All the very best

Jane Campbell

This is the ripple effect that Change Your World has on Individuals and organisations. Jane went on to set up her own business generating more investment in the area. Our events are thought provoking, inspiring and empowering, attendees have gone on to set up their own businesses, overhaul and reverse health challenges, stop destructive habits and significantly improve their health, happiness and wellbeing.

Our events also generate business for local companies and venues, as well as bringing tourism to the area. Collaboration with Visit Scotland could see the Highlands as a real showcase for health, happiness and healing, offering numerous retreats and events off the back of the Change Your World Conferences.

I will also be creating awareness of my daily online coaching programme that is available for anyone in the world to connect with. With 60+ coaches, 80+ coaching weeks and a community of likeminded people and inspiring role models, Change Your World Every Day continues the momentum created on the day of my conference and supports people to make the changes they want to make in life and live life better. The more people we can encourage to start a personal development practice, the more we positively change the world.

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

As outlined above, I have previously funded my conferences myself, but this has not been a financially viable option despite my best efforts to reduce costs. I simply will not be able to host anymore conferences without funding support to cover costs, predominantly for the venue hire, marketing, catering and production costs, particularly if I have to use a hotel instead of Eden Court for the events, which significantly increases the costs.

- 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
<ul style="list-style-type: none"> • Number of attendees • Issue surveys to all attendees and participants via email using Googleforms/survey monkey so that stats and feedback can be incorporated into future events. 	<ul style="list-style-type: none"> • Run another event. • Issue surveys to all attendees and participants via email using Googleforms/survey monkey so that stats and feedback can be incorporated into future events 	<ul style="list-style-type: none"> • Run another event. • Issue surveys to all attendees and participants via email using Googleforms/survey monkey so that stats and feedback can be incorporated into future events
<ul style="list-style-type: none"> • The events are to encourage take up of our health & wellbeing coaching services (whether individuals or corporations). Membership figures of our online group <i>Change Your World Every Day</i> and business workshop contracts for <i>Change Your Working World</i> will serve as testimony to the event's success. 	<ul style="list-style-type: none"> • Collaboration with other health & wellbeing organisation • Run training programmes, stress management workshops, values-based leadership programmes etc • Listen to feedback and respond to needs, Develop required training and coaching programmes 	<ul style="list-style-type: none"> • Collaboration with other health & wellbeing organisation • Run training programmes, stress management workshops, values-based leadership programmes etc • Set up Change Your World Wellbeing Centre

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

With marketing support and the help of promotion from key influencers in the Highlands the intention would be that with more awareness of my conferences will be generated. Once people attend, word of mouth will create momentum and I will sell more tickets for each event, allowing them to become self-sustainable.

N/A

- 3.3** a) When did your organisation start? Month **April** Year **2017**
- 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?

I offer a wide range of services which are open to everybody, in particular. my daily online coaching services – Change Your World Every Day. My conferences have attracted attendees from a wide range of backgrounds from all over the UK and overseas.

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

All my coaching services are currently for people aged 16 and over. I would like to set up services for children and young people going forward and this is part of the future vision for Change Your World.

- d) How many people are on your governing body or management committee? 2.
- 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 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?

Year 1: Discretionary Covid Grants (from Highland Council, Inverness) for loss of business during the pandemic
Year 2:
Year 3:

b) How much funding do/did you receive?

Year 1: Discretionary Covid grants: £2000 paid 30.03.21 + £2000 paid 22.04.21
Year 2:
Year 3:

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

Year 1: N/A
Year 2:
Year 3:

SUMMARY - Below is a summary of the costings for the **Change Your World Conferences 2017 to 2022**.

Full breakdown provided in the CYW Conferences Costings excel workbook included with our submission.

Date and venue	Ticket Sales/Income	Total costs to Change Your World	Total no. of attendees	Total no. of hotel nights booked in Inverness	Total estimated spend in Inverness
2017 – Eden Court 07.04.17 (Full day & Evening Event)	£12784.00	£15,208.50	184	86	£16,020.00
2018 – Eden Court 21.04.18 (Full day Event)	£12469.77	£9,997.58	165	88	£14,485.00
2019 – Smithton Church 06.04.19 (Full day event, but reduced hours)	£7380.86	£5,616.97	133	45	£8,820.00
2020 – Centre for Life Sciences 20.06.20 (cancelled due to Covid-19 pandemic)	£8100.00	£6,371.54	145	cancelled	Cancelled due to Covid
2022 – Eden Court – date & venue tbc	£9,600.00	£18,702.00	135	tbc	tbc

Notes:

- With the exception of Facebook advertising and flights, all other companies used for filming, accommodation, hospitality, photography, printing, marketing, catering etc are local businesses with a local investment from Change Your World Events. Our Exhibitors also generated business creating further investment in local businesses.
- The 2022 estimates are based on using Eden Court as the venue (with Kingsmill Hotel the costs would be considerably higher) – see spreadsheets 6 and 7. Please also note, the costings are based on allowing us to film the event and provide catering and have a strong marketing campaign to increase awareness. This has been our biggest challenge to date, and I have been solely relying on my own network and word of mouth. With the right marketing support, we could increase the number of ticket sales and business to the area.
- 2022 ticket sale prices are yet to be determined – the prices pricing options are calculated for the purpose of this report in spreadsheets 6 and 7 of this workbook.
- The 2022 costings are considerably higher due to increasing venue & catering costs and admin fees. The 2017, 2018 and 2019 costings do not include event management/staffing costs as these were borne by Suzy Beaumont to help get the company started.
- For GDPR purposes, full attendee details are not disclosed in this report. However, validation can be provided by Eden Court Theatre, Fatsoma and Eventbrite Ticket Sales Offices if required.

Change Your World Events Ltd
Profit and Loss Account
For The Year Ended 31 March 2021

	2021	2020
	£	as restated
		£
TURNOVER	12,139	25,197
Other income	13,782	1
Cost of raw materials and consumables	(4,233)	(11,962)
Staff costs	115	(310)
Depreciation and other amounts written off assets	(53)	(71)
Other charges	(6,538)	(5,020)
	<hr/>	<hr/>
NET PROFIT	15,212	7,835
	<hr/> <hr/>	<hr/> <hr/>

Change Your World Events Ltd
Balance Sheet
As at 31 March 2021

	2021	2020 as restated
	£	£
Fixed assets	160	214
Current assets	17,893	3,440
Prepayments and accrued income	102	133
Creditors: Amounts Falling Due Within One Year	(14,671)	(21,515)
NET CURRENT ASSETS (LIABILITIES)	3,324	(17,942)
TOTAL ASSETS LESS CURRENT LIABILITIES	3,484	(17,728)
Creditors: Amounts Falling After More Than One Year	(6,000)	-
NET LIABILITIES	(2,516)	(17,728)
CAPITAL AND RESERVES	(2,516)	(17,728)

Notes

1. Average Number of Employees

Average number of employees, including directors, during the year was as follows: 1 (2020: 1)

2. General Information

Change Your World Events Ltd is a private company, limited by shares, incorporated in Scotland, registered number SC561980. The registered office is 24 Westfield Drive, Westhill, Inverness, Highlands, IV2 5TR.

For the year ending 31 March 2021 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities

- The member has not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.
- The director acknowledges her responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.
- These accounts have been prepared in accordance with the micro-entity provisions.

On behalf of the board

Miss Suzanne Beaumont

Director

13/05/2021

Change Your World Events Ltd
Trading Profit and Loss Account
For The Year Ended 31 March 2021

	2021		2020 as restated	
	£	£	£	£
TURNOVER				
Sales		12,139		25,197
OTHER INCOME				
Other operating income	13,780		-	
Interest receivable and similar income	2		1	
		13,782		1
		25,921		25,198
COST OF RAW MATERIALS AND CONSUMABLES				
Speakers	235		2,133	
Training	3,671		2,746	
Marketing and Promotion	-		3,869	
Venue hire and commission	-		1,489	
Event expenses	327		1,725	
		(4,233)		(11,962)
STAFF COSTS				
Travel expenses	(115)		310	
		115		(310)
DEPRECIATION AND OTHER AMOUNTS WRITTEN OFF ASSETS				
Depreciation	53		71	
		(53)		(71)
OTHER CHARGES				
<i>Other direct costs:</i>				
Other direct costs	-		144	
<i>Premises expenses:</i>				
<i>General administration costs:</i>				
Insurance	234		133	
Printing, postage and stationery	47		263	
Telecommunications and data costs	140		392	
Website costs	599		1,514	
Accountancy fees	1,575		1,208	
Professional fees	-		700	
Subscriptions	727		310	

...CONTINUED

Change Your World Events Ltd
Trading Profit and Loss Account (continued)
For The Year Ended 31 March 2021

Bank charges	120	154
Other office costs	3,096	154
Sundry expenses	-	48
	<u>6,538</u>	<u>4,876</u>
	<u>(6,538)</u>	<u>(5,020)</u>
NET PROFIT	<u><u>15,212</u></u>	<u><u>7,835</u></u>

RE: Drumossie Hotel

Events Drumossie <events@drumossiehotel.co.uk>

Mon 07/06/2021 16:48

To:

Good Afternoon Michelle,

Many thanks for your enquiry.

Please find below the Fridays we have available for May, June or July 2022.

13th and 20th May 2022.3rd, 10th and 17th June 2022.8th, 15th or 29th July 2022.

Regarding prices, we would be more than happy to do a DDR for this which would include all catering and refreshments included in your email. On a weekend date such as the Fridays, we could do this at £36 per person and £1000 room hire per day.

We have a stage that you could use but there may be an additional cost for AV equipment depending on what you require.

Our hotel has full disable access with lifts going to our Drumossie Suite and to accommodation.

If you have any other questions, please let me know!

Kind regards,

Anna Smith

From:**Sent:** 01 June 2021 23:10**To:** Events Drumossie <events@drumossiehotel.co.uk>**Subject:** Re: Drumossie Hotel

Many thanks for ge ng back to me Anna. Please find below a copy of my email sent on 17 May.

I look forward to hearing from you.

Kind regards

W: www.changeyourworld.me

Follow us:

FB: @changeyourworld555

Instagram: changeyourworld555

Twitter: CYW555

Can you tell me more regarding the 2022 conference and I'd be more than happy to help.

Kind regards,

Anna Smith

From: Michelle

Sent: 17 May 2021 16:54

To: conference@macdonald-hotels.co.uk <conference@macdonald-hotels.co.uk>

Subject: Change Your World Events - 2022 Conference Enquiry - Drumossie Hotel, Inverness

Good afternoon

I am making enquiries on behalf of Suzy Beaumont, **Change Your World Events Ltd** for venue hire and catering for a **health & well-being conference in 2022**.

You have been kind enough to provide Suzy with quotations in the past for her yearly conferences but she has not yet used your venue. Next year, pandemic permitting, she hopes to have local government funding so may be in a position to use your services for her event.

Would you be able to provide a quotation that she can use in her application for funding. It should include:

1. Drumossie Hotel, Inverness - venue availability: please indicate possible **Fridays** in May, June or July **2022**.
2. Room/s hire - capacity for **200 people**: 1 day event 1000-1800hrs with access for set up 0800-2000hrs. Plus, access for set up the evening prior to the event.
3. Additional space for up to **20 exhibitor stalls**.
4. AV equipment & stage.
5. If your catering is in-house only - please provide DDR for up to 200 people - lunch and tea/coffee/water.
6. Details of access for the disabled.

Should you have any queries, please do not hesitate to contact me.

I look forward to hearing from you.

Kind regards

W: www.changeyourworld.me

Follow us:

FB: @changeyourworld555

Instagram: changeyourworld555

Twitter: CYW555

LinkedIn: changeyourworld555

You Tube: www.youtube.com/ChangeYourWorld555



***Updated 17th April**

Our Reference: 19396

Dear

Change Your World 2018

Thank you very much for confirming Eden Court for your forthcoming event. Below is an outline of the services that we have reserved for you. Please take a few moments to check your booking details over and amend where necessary.

I have the pleasure in confirming the following event:

Date	Time	Room	Event
21 April 2018	07:00 - 20:30	OneTouch Theatre	Conference
21 April 2018	07:00 - 18:00	The Jim Love Studio	Exhibitors
21 April 2018	07:00 - 18:00	Stalls Foyer	Exhibitors/Catering

Lead Contact

Suzy Beaumont

M: [REDACTED]

Catering Information:

- Takeaway cups available at each break as well as some crockery – must be recyclable
- Takeaway boxes & crockery plates available for the lunch please
- Dairy milk available at each break – Suzy will provide signage for this
- Oatly milk x 2 cartons available – Suzy will provide the milk
- Soya milk – if we run out of Oatly milk please put out Soya milk
- Café can be open at normal times for tea/coffee – please have some vegan and GF cake/pastry options
- 2 x catering stations – each break to be split evenly across both. See floor plan for locations
- Suzy will arrange a tab for speakers tea/coffee and possibly dinner which will be included on the final bill

Numbers

165 people

Audience + speakers + guests + press + exhibitors

As of 17th April

Event & Catering Times

Thursday 19th April

Evening

Deliver iPad with music playlist & charger (give to Cara)

Deliver lanyards and goody bags for registration (stored under stairs)

Friday 20th April

Afternoon Deliver laptop with presentations pre-checked and loaded
 Evening Disabled parking bay reserved at front for: Annette George, Reg: LV06 OVC
 Disabled parking bay reserved at front for: Popz Fairburns

Saturday 21st April

07:00 Suzy arrives at Eden Court to set-up registration
 Eden Court Duty Manager on duty
 HCVF can arrive from this time

07:30 Eden Court Technician on duty

07:30 – 08:00 Any speakers with last minute presentation changes to report to the OneTouch at this time

08:00 – 08:30 All speakers for morning sessions mic up & sound check at this time
 See running order attached

Before 08:30 Exhibitors arrival – either before 08:30 or after 09:00
 Or after 09:00 Unloading via the Tulloch Link side entrance – no unloading via the main entrance

08:30 Water & glasses to the stage
ALL SPEAKERS SOUND CHECKED AND PRESENTATIONS LOADED BY THIS TIME

08:30 Registration Opens Front Foyer
 Usher to meet and greet & direct delegates to lanyard signing tables & then Stalls
 Portable PA system to play music on tablet device in the Stalls

08:45 Doors Open to the OneTouch Theatre – enter via Doors 1C & 1D
 2 x guests attending in a wheelchair, to enter via Door GD, early access if needed
 Annette George with escort
 Popz Fairburns with Ruari Fairburns speaker venue earlier if needed
Music plays as guests enter the OneTouch – see attached running order

Announcements made:

08:45 *“Good morning ladies and gentleman and welcome to Change Your World. Ladies and gentleman please make your way to the OneTouch Theatre where this morning’s sessions will soon begin. Thank you.”*

08:55 *“Ladies and gentleman please take your seats the OneTouch Theatre where this morning’s session of Change Your World, will begin in five minutes. Thank you.”*

08:57 *“Ladies and gentleman please take your seats in the OneTouch Theatre where this morning’s session of Change Your World is about to begin. Thank you.”*

09:00 – 10:55 Event Begins – 1st Session OneTouch Theatre

Session Host: Suzy Beaumont
 Running Order: See attached technical running order
 FOH Note: Adam Wright’s Session between 10:25 – 10:50 is strictly no filming/photography
Music plays in the OneTouch as guests leave

09:00 Once session has started move portable PA system to centre of Stalls to play music

10:00 – 16:00 Exhibitor Area Open to the public **Stalls Foyer & Jim Love Studio**
Exhibitors set-up by this time – free and open for anyone to attend

10:00 Facebook Live with Neil Shah **Stalls Foyer**
Neil will use his phone/laptop to do a Facebook live post at the press area
He may decide to film whilst walking around the exhibitors

10:55 – 11:30 Refreshment Break **Stalls Foyer**
Tea/herbal tea/coffee/water x 70

10:55 – 11:10 Speaker sound check for next session **OneTouch Theatre**

11:15 Water & glasses to the OneTouch stage

11:20 Doors open to the OneTouch Theatre & announcement played
Music plays in the OneTouch as guests enter

11:35 – 13:00 Event Continues - 2nd Session **OneTouch Theatre**

Session Host: Suzy Beaumont

Running Order: See attached

Music plays in the OneTouch as guests leave

12:15 – 13:00 Exhibitor lunch is served x 25 people **Printer's Bar, 2nd Floor**
Hummus & Mediterranean roast veg sweet potato wrap x 13
Butternut squash & chickpea curry x 12
Vegan brownie x 13
Vegan chocolate mousse x 12
Tea/herbal tea/coffee/water x 20
Takeaway cups for this
**Anything left over that can be served please put with main catering station*

12:55 Move portable PA & 2 x mics to Jim Love for Q&A sessions

13:00 – 14:15 Networking Lunch & Exhibition Viewing **Stalls Foyer & Jim Love Studio**
Buffet: Cater to 140 people – split between 2 x catering stations
50% Butternut squash & chickpea curry with sides (e.g. rice/vegan bread/salad)
50% Hummus & Mediterranean roast vegetable sweet potato wrap
50% Vegan brownie
50% Vegan chocolate mousse

Dietary: All food is to be vegan
Soup will be vegan and gluten free
All wraps will be vegan and gluten free
Brownie & mousse will be vegan and gluten free
Oatly milk available (provided by Suzy) as well as dairy milk with signage

Refreshments: Tea/herbal tea/coffee/water x 70

13:45 – 14:10 Q&A with speakers & book signings **Jim Love Studio**
Come & go informal group discussion between speakers and audience
Usher present to control capacity and crowding

13:45 – 14:00 Speaker sound check **OneTouch**

13:55 Water & glasses to the OneTouch stage
 14:00 Doors open back into the OneTouch Theatre & announcement made
Music plays in the OneTouch as guests enter

14:15 – 16:55 Event continues: 3rd Session OneTouch Theatre

Session Host: Neil Shah
 Running Order: See attached
 FOH Notes: Speaker at 15:25 will instigate the audience change seats
Music plays in the OneTouch as guests leave

16:55 – 17:45 Evening Break & Exhibitor Viewing Stalls Foyer & Jim Love Studio
 Audience are welcome to purchase their own catering at the bar or in the restaurant
 Some exhibitors will may close down at this time – unload via Tulloch Link

17:15 – 17:30 Speaker sound checks for the next session OneTouch Theatre
 Water & glasses to the stage

17:30 Doors open back into the OneTouch Theatre & announcement made
Music plays in the OneTouch as guests enter

17:45 – 20:00 Event Continues: Evening Session OneTouch Theatre

Session Host: David Hamilton
 Running Order: See attached
 FOH Notes: Adam Wright's Session between 18:20 – 19:00 is strictly no filming/photography
 Q&A Session with Thubten Gelong between 19:40 – 19:50 – ushers to operate mics
 All speakers invited back on the stage between 19:50 – 20:00 for photo shoot &
 Q&A
Music plays in the OneTouch as guests leave

18:00 Exhibitors take-down and unload via side entrance at Tulloch Link
 Jim Love Studio can be cleared away at this time
 Book signing tables from the Jim Love Studio can be moved in to the Stalls Foyer
 outside the Jim Love for evening signing session at 20:00

20:00 – 20:30 Book Signings & Meet the Speakers Stalls Foyer
 Ushers please direct audience to the Stalls Foyer, outside the Jim Love, and escort
 wheelchair user via the lift

20:30 Close – OneTouch cleared by this time

Layout & Equipment

OneTouch Theatre - Conference

Stage Set:

Theatre Style 250 capacity seating, 2 x wheelchair users & escorts in Row D
 Screen centre stage 16x9
 Laptops x 2 1 x Eden Court laptop for holding slide – to send this to us by Thursday 19th
 1 x Windows laptop from Suzy for presentations – delivered on Friday 20th

1 x switcher

1 x speaker may bring own Mac laptop – would require VGA & audio feed

TBC

Audio required From presentation laptop
 Clicker x 1 Onstage at lectern – speakers operate slides
 Lectern Stage Left
 Courtesy monitor x 2 To be seen from Stage Left and Stage Right
 Flooring Lighter/grey floor – not black to pick up lighting

Sound/Lighting:

Lighting See picture attached from 2017 for reference
 Keep purple/lilac coloured lighting & gobo patterns as per previous
 Some up lighting either side of screen – cerulean blue colour to match logo
 colour

Music Suzy will provide an iPad with Spotify/music playlist
 Spotify app should have songs downloaded – please do not rely on Wi-Fi
 Spotify to have a playlist with all songs in order
 Please deliver this to us no later than the day before or earlier ideally

Mics Lectern mic – for session host
 Headset/tie tac mics x 6 max at any one time in a session
 Hand holds x 2 for Q&A

Other:

Wi-Fi Available in the venue for audience to use social media
 SSID: Change Your World
 Password: CYW18555

Hard-wire Ethernet cable will be connected to the main presentation laptop if required

Presentation Notes Speakers must bring own hard copies if requiring notes

HCVF Filming Sound feed from the desk – XLR 3-pin connection required
 1 x power point to Row M, seat 24
 1 x power point to Row D, seat 16

Reserved Seating See attached seating plan

Staff:

1 x Stage Technician Eden Court – to operate switcher system between laptops side stage
 1 x Sound Technician Eden Court – to perform sound checks and operate music
 1 x Stage Manager Suzy's Team – to sit side stage and prompt our technician for order of presentations.

Front of House 2 x ushers inside to show guests to their seats, operate mics for Q&A
 the At least 1 x usher outside to check entry into the auditorium & be present in
 Stalls Foyer & Jim Love Studio
 Onsite for fire evacuation and first aid

Jim Love Studio – Additional Exhibitors & Q&A/Book Signing

See floor plan attached – portable PA system & 2 x microphones
 Couches for 6 x people max. at any one time for Q&A session

Stalls Foyer – Exhibitors & Catering

See floor plan attached
 Catering stations x 2

TV screen next to the lift & laptop required

Portable PA played throughout the day with music when not being used for lunchtime Q&A

*Suzy is using iPhone for the music – standard aux cable is required for this

Front Foyer – Registration

3 x heavy trestle tables, 2 x chairs, no power, own tablecloths – registration, opposite Box Office

1 x table, own tablecloths, pens – for writing on lanyards – in front of pink pillar

1 x table, own tablecloths, pens – for writing on lanyards – next to registration desk, by fire exit

Additional Info:

Tables

Please use conference tables for the exhibitors in the first instance as not ordering tablecloths

Please use heavy tables for the registration desks as bringing own tablecloths for this

Can use 2 x bar tables together for the book selling in the Stalls Foyer if needed

Tickets:

- Tickets have been sold via a third party ticketing site and not via our Box Office

- Tickets will be shown and exchange for a lanyard on the day at the registration desk.

- Seating for the audience will be unallocated but there are some seat holds for speakers – see attached

- If there are tickets still available, they can be purchased from the registration desk directly on the day

- Exhibitors have been told they can watch the event if there are spare seats in the theatre.

- If all seats are taken then exhibitors cannot access – there is no standing capacity for this event.

- All lanyards will state if attendees are guests/speakers/exhibitors/staff

- There is no access without a lanyard to the OneTouch Theatre

- The Stalls Foyer & Jim Love Studio are open to the public to view and do not require a lanyard for entry

*Exception to this is the Q&A session in the Jimi Love Studio during the lunch break

Book Selling

A volunteer from Change Your World will be selling books in the Stalls Foyer throughout the day.

Speakers/exhibitors are required to provide their own cash float – we cannot provide change.

Eden Court will take a 10% + VAT commission on the total sales.

Front of House Duty Manager to settle sales commission with Change Your World on the day after selling is complete.

Signage:

Eden Court will provide directional signage, door signs and catering signs – please send us your wording

Events team will provide this and give to Front of House the night before.

Filming/Photography

The audience are allowed to take photos and film the event apart from certain speakers sessions as highlighted above.

Paul Campbell is the event photographer and will be taking photos in the auditorium and Stalls Foyer.

HCVF will be filming the event and streaming this to a web link that will be shown in the Stalls Foyer.

Finance:

Unless otherwise stated invoice will be sent to the address above.

Please send us a PO or reference number for the invoice

The charges for your meeting are as follows:

Item	Sub Total	VAT	Total
OneTouch Theatre	£3,000.00	£600.00	£3,600.00
Jim Love Studio	£650.00	£130.00	£780.00
Stalls Foyer	£0.00	-	Free of Charge

Catering Item	Sub Total	Qty	Total (Inc. VAT)
Menu tasting (18 th April)	£20.00	1	£20.00
Tea/herbal tea/coffee (1 st break)	£2.00	70	£140.00
Lunch menu (2 courses)	£10.00	165	£1,650.00
Tea/herbal tea/coffee (lunch)	£2.00	90	£180.00

Grand Total: £6,370.00

I trust that the above details are correct. Please do not hesitate to contact me should you wish to amend any of the details.

Terms and Conditions

Responsibilities

You will be held responsible and charged for any damage to the building, its fixture and fittings including the external grounds as a result of the event.

Eden Court will not be held liable for anything out with our control including materials left at the venue, an Act of God or third party suppliers.

You are liable for all guests attending the event.

You will not do anything that will contravene any of our licences. This includes but is not limited to ensuring that there is no smoking within the building, that none of your staff or guests are under the influence of drugs within the building and that none of your staff is under the influence of alcohol whilst working. We retain the right to and superintend and control Eden Court for the protection and convenience of the public and for the fulfilment of all obligations, terms and conditions of all licenses relating to the Theatre.

You will effect and maintain adequate insurance policies to cover against all requisite statutory and other legal liabilities as follows and will be responsible for such cover for your employees, agents, sub-agents and members of the public you invite into the building and against all risks in respect of your property and that of your employees arising out of his use and occupancy of the Theatre (except where attributable to negligence on the part of the Resident Manager).

We will be responsible for such cover against all risks in respect of our property and members of the public but not for loss or theft of or damage to property belonging to you, your employees or agents.

We will each do nothing that whereby any policy of insurance effected by the other may be invalidated or which may cause any increased premium to become payable for such insurance but shall at all times use all proper precautions to prevent loss or damage or harm by fire, accident or other means.

Electrical Equipment

All electrical equipment that you bring with you must be PAT tested.

Deposit

We do not require a deposit for this booking.

Payment

The balance of the account will be invoiced after your event. The invoice should be paid within 21 days of issue. You can pay any outstanding monies by credit card, BACs or cheque. Please contact our finance department for more information (01463 239841)

Cancellation policy

Cancellation between the date on this letter and 28th February, you will be liable for 100% of the OneTouch cost and 0% of the Jim Love Studio cost.

Cancellation between the 1st March and the date of your event, you will be liable for 100% of the total cost.

To confirm this booking and that you agree to our terms and conditions please sign and return one copy of this letter.

Yours sincerely,



Cara Briggs
Acting Conference & Events Manager
cbriggs@eden-court.co.uk

Name (Block Capitals).....

Signed.....

Date.....


Customer Purchase Order or reference number.....

Health & Wellbeing Conference 2022

Events <aileen@kingsmillsgroup.com>

Tue 18/05/2021 10:08

To:

 1 attachments (3 MB)

Events Brochure 2018.pdf;

Good morning

Thank you for your enquiry and for considering Kingsmills, what crazy times, but at least with vaccination progress a return to normal is at long last in sight.

I would suggest as follows:

Kingsmills 1 for your main room, set theatre for 200 pax on a Day Delegate rate of £36 per person per day to include

- o 2 servings of tea, coffee & accompaniments
- o Delicious finger buffet lunch
- o Flipchart, Screen, LCD projector, Lectern
- o Main Conference Room hire
- o Conference stationery
- o Wifi
- o Scottish water, iced, in jugs
- o Complimentary car parking
- o Day membership to our hotel leisure facilities – which includes a 12 meter swimming pool, Jacuzzi, steam room, sauna and gymnasium

Kingsmills 2, Culcabock and Damfield for catering/networking and exhibition at £995 room hire per day

Stage hire can be provided in Kingsmills 1 at £125.

Our Kingsmills Suite benefits from full accessibility via lift.

Complimentary access can be offered from 8pm the night prior to event, and we currently have availability as follows:

6, 13 and 27 May 2022
3 and 10 June 2022
15, 22 and 29 July 2022

I hope this is helpful, and trust you will not hesitate to contact me if I can be of any further assistance.

Kind regards

Aileen Tuckwood
Events Coordinator
Kingsmills Hotel Group
Inverness, IV2 3LP
Direct Dial: 01463 257102
aileen@kingsmillsgroup.com
www.kingsmillshotel.com
www.nesswalk.com



Change Your World

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 33 We s S ree
 Inverness
 IV3 5JU
 dav d@hcvf.co.uk
 01463 224788
 www.hcvf.co.uk

Quotation: Basic Option

Order Date	28/05/2021	Venue Address
Our Reference	635	Drumossie Hotel
Your Reference		Old Perth Road
Rental Period	02/06/2022 13:00 to 03/06/2022 19:00	Inverness
		IV2 5BE

Item	Type	Quantity	Price	Days	Total
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PA System

Control Equipment

Behr nger x32 Compact	Renta	1	60.00	1	60.00
Pad A r (accessory)	Renta	1	0.00	1	0.00
Behr nger s16 D g ta Mu t core	Renta	1	30.00	1	30.00

Loudspeaker System

Coda Aud o L nus 10C Amp f er	Renta	1	60.00	1	60.00
AES XLR to Sh e ded CAT5e (accessory)	Renta	1	0.00	1	0.00
Coda Aud o CoRay 4 Loudspeaker	Renta	4	75.00	1	300.00
Coda Aud o G18 Sub	Renta	2	50.00	1	100.00
Coda CoRay Tw n Adaptor	Renta	2	2.00	1	4.00
K&M d stance rods	Renta	2	8.00	1	16.00

Microphone Package



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Quotation: Basic Option

Item	Type	Quantity	Price	Days	Total
4 x Way Aud o Techn ca Rece ver Rack	Renta	1	100.00	1	100.00
Aud o Techn ca Padd e Rece ver (<i>accessory</i>)	Renta	1	0.00	1	0.00
Boom M c Stand (<i>accessory</i>)	Renta	2	0.00	1	0.00
Rad o M c 8ohm BNC Cab e (<i>accessory</i>)	Renta	2	0.00	1	0.00
Aud o Techn ca 3000 Ser es Hand He d M c TX	Renta	2	0.00	1	0.00
Aud o Techn ca 3000 Ser es T e M c K t TX	Renta	2	0.00	1	0.00
Proe Headset M c HRS (<i>accessory</i>)	Renta	2	5.00	1	10.00
AT Lectern M c	Renta	2	8.00	1	16.00
Total for PA System:					£696.00

Staging

Stage Deck and R ser	Renta	6	15.00	1	90.00
Stage Step	Renta	1	0.00	1	0.00
Stage Va ance (1m)	Renta	12	1.50	1	18.00
Total for Staging:					£108.00

Lectern

Acry c C ass c Lectern	Renta	1	45.00	1	45.00
Total for Lectern:					£45.00

Presentation Equipment

Epson EB-L110U Laser Projector	Renta	1	250.00	1	250.00
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Quotation: Basic Option

Item	Type	Quantity	Price	Days	Total
12'8 x 7'5 Fast Fo d Screen	Renta	1	90.00	1	90.00
Un co F y ng Bracket	Renta	1	15.00	1	15.00
BMD HDMI to SDI M n Converter	Renta	1	20.00	1	20.00
BMD SDI to HDMI M n Converter	Renta	2	20.00	1	40.00
1m HDMI Cab e (<i>accessory</i>)	Renta	2	0.00	1	0.00
MS Show Laptop	Renta	1	100.00	1	100.00
Total for Presentation Equipment:					£515.00

Crew

Sound Eng neer	Serv ce	1 x 1 Day	300.00		300.00
AV Techn c an	Serv ce	1 x 1 Day	180.00		180.00
To ass st w th nsta /de-r g					
Total for Crew:					£480.00

Live Multi-Cam Recording of Event

Crew Comms	Renta	3	10.00	1	30.00
BM Des gn ATEM M n Pro ISO	Renta	1	150.00	1	150.00
Hanns G 24" HL247 Mon tor	Renta	1	15.00	1	15.00
PTZ Camera	Renta	2	125.00	1	250.00
V s on M xer Operator	Serv ce	1 x 1 Day	300.00		300.00
Post-Product on Ed t ng	Serv ce	1 x 1 Day	450.00		450.00
Up to 1 x Days Post Product on					



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Quotation: Basic Option

Item	Type	Quantity	Price	Days	Total
Total for Live Multi-Cam Recording of Event:					£1,195.00

Montage Film Promo

Camera Operator	Serv ce	1 x 1 Day	300.00		300.00
Sony FX6	Renta	1	125.00	1	125.00
Back Mag c Des gn SLR and G mba	Renta	1	100.00	1	100.00
Post Product on Ed t ng	Serv ce	1 x 2 Days	450.00		900.00
Total for Montage Film Promo:					£1,425.00

Rental charges	£2,034.00	Charge total	£4,464.00
Sale charges	£0.00	VAT total	£892.80
Service charges	£2,430.00	Charge and VAT total	£5,356.80

Thank you for the opportunity to provide you with this quotation

RMS AND CONDITIONS

1 Please note that insurance is always the responsibility of the hirer



...WHAT PEOPLE SAY ABOUT US

CHANGE YOUR WORLD CONFERENCE TESTIMONIALS

<https://www.changeyourworld.me/cyw-testimonials>

The Change Your World Conference has been a revelation, and unlike a lot of things I've attended before. I've been on numerous courses over the years in my role as a mental health nurse, but few have had any lasting merit. Many of the people I work with would have got enormous benefit from attending. I will recommend that this is rectified next year. Change Your World should be made on NHS prescription.

Neil, Inverness

I'm still digesting all of the amazing, inspirational speakers. Suzy's opening address was quietly powerful and I think showed the power in being vulnerable.

A truly life changing event-

J Hodges

When I discovered Change Your World, I was engulfed by one of the darkest shadows that I had ever known in my life. I was alive but only existing, not living.

My life has been literally and figuratively transformed. An array of positive seeds were planted in my mind by Suzy and all of the other wonderful speakers. My life is now blossoming into something beautiful, and I feel truly grateful to be living. Thank-you so much. - Amanda

I'm still digesting all of the amazing, inspirational speakers. Suzy's opening address was quietly powerful and I think showed the power in being vulnerable.

A truly life changing event-

J Hodges

Adam Wright

Psychological Skills Mentor at Chimp Management Ltd.

Suzy is very passionate about making a difference to people's lives, she shows this with great enthusiasm and this is underpinned by her personal values that she exhibits every time I spend time with her. It was a fantastic experience to be able to present at one of Suzy's Change Your World Conference and share the stage with some other excellent speakers. With the variety of speakers Suzy had put together there was something for everyone and I learned a good few things as well. I am looking forward to presenting at my next Change Your World conference as and when the opportunity arises.



It was fantastic day and is having an impact already. Well done and thanks for organising!

Jane Campbell

Absolutely out of this world! - Jackie Little



Jan Robberts

Co Founder Ki Leadership Institute

Suzy is an amazing, passionate, and persistent lady who absolutely loves what she does...AND...practices what she preaches! I have had the privilege to speak at her 'Change Your World' Conference in April and I am glad I arrived early in the morning, even though my talk was not until late in the afternoon. I listened to every speaker, learned from all of them, and gained plenty information from the various stands as well, not to mention meeting hundreds of like minded individuals.

If you get a chance to attend one of her vibrant conferences, do not miss that opportunity to change your world.

Amazing speaker! There couldn't have been a single person in the room not inspired by Paula MacGuire

Bert Hay

I had such a great day at Change Your World, such great speakers but one has literally got my heart today - I could relate to nearly every word.

Ben Smith - The 401 Challenge

Steve Beedie

CEO Unspoken Wounds

Suzy gives people a sense of worth again, she's just an outstanding woman. Not only does she lead from the heart, Suzy strives to help you reach a deeper level of honesty with yourself. I've spoken at Suzy's conferences and have felt proud as punch to stand next to her brand. More than this though, Suzy is a wonderful person and keeps in touch at a human level. And that's why I recommend her.



Fantastic conference with great motivational speakers. Totally resonated with Paula who has inspired me to keep going with my own journey! Will definitely attend the next one. Great conference for anyone who wants to change their world.....probably all of us!

Liz Jackson

I had a wonderful day, really fantastic and life changing. Looking forward to the next one.

Gail Campbell



Kim Macleod

Indie Authors World

Suzy is a very inspirational person who is making a huge difference and creating lots of ripples of positivity. I was very honoured to be asked to speak at her Change the World Event and was so impressed by the organisation and effort she put into making this such a fabulous day. Her attention to detail made the event go smoothly and ensured that all the speakers and attendees had an amazing time. Suzy is on a mission to change the world and I can see her doing just that. She is gathering great speakers covering a broad range of topics to really help improve our health and wellbeing. You have heard of TED talks now watch out for Change the World. If you get the chance to attend one of Suzy's events go - you will leave inspired, happy, full of positive energy, with new friends and lots of action steps to improve your life and make the world a better place.

The Change Your World conference was amazing and incredibly well organised. The speakers were fantastic, informative and entertaining. Great exhibitors too. I met some lovely people. The feedback I heard from everyone was so positive and full of enthusiasm. Well done.

Kev Macleod

Absolutely Fantastic, amazing speakers, met lovely like-minded people and will certainly go again

Grace

Dr David Reilly

Consultant Physician; academic researcher and teacher; designer of TheWEL Programmes and founder of the linked charity.

Change Your World Every Day is a tremendously positive initiative, helping people to make the shifts that matter for happiness and health.





INVERNESS COMMON GOOD FUND

HIGHLAND COUNCIL INTERNAL APPLICATION FORM

Applicants should note:

If applying for over £10,000 a report will also be required for the City of Inverness Area Committee.

The Inverness Common Good Fund cannot be used in place of Council funding.

Applicant	Peter Kelly
Service and Service Function	Environmental and Amenity Services
Project	Hedge Removal and Installation of Fencing round Fraser Park Bowling Club

Project Cost	Any External Quotes should be submitted along with your Application. £3,295 plus VAT for the Hedge Removal £9,504 for the fencing
Service Contribution	50% of the cost of falls to the Inverness Common Good Fund noting that ownership is shared with the Council. The Council does not have any available funds to support a contribution and further noting that the Council has been paying 100% of the maintenance costs to date it has been agreed that the Common Good Fund would meet the landlords maintenance liabilities for the first ten years of operations of the new arrangements.
Budget Holder	
Do you have Budget Holder/Committee approval? Preferably this should be agreed prior to lodging Application. Yes/No	
ICGF Contribution Requested	£12,799.00 plus VAT
Other Funding/Partner Contribution	None
Is this Other Funding/Partner Contribution approved? Yes/No	
Please note evidence will be required to be submitted.	
Justification for use of ICGF Funds (with focus on the benefit for the residents of the Burgh of Inverness)	Unfortunately, Fraser Park has suffered incidents of vandalism and replacing the hedge with a fence will increase visibility and reduce the risk of further incidents affecting Fraser Park Bowling Club. The existing hedge and low chicken wire fence installed by the Bowling Club has prevailed to prevent some damaged caused to the Bowling Green by rabbits. The fence will help stop rabbit incursion and so reduce further maintenance costs for the Bowling Green.

	<p>Having the fence will allow a managed access to the bowling green by other park users to recover lost balls etc. avoiding the current problem of people entering club grounds and walking across the green causing damage which often results in additional maintenance costs.</p> <p>The removal of the hedge and installation of a taller fence would open up the club to public view but also make any curious behaviour visible to the public, especially out of hours.</p> <p>One further benefit of the fence maybe highlighting the existence of the club, maybe encourage new members. At the moment, most clubs are hidden with heavy perimeter planting and unknown. Some clubs have very few members and therefore have limited financial resources.</p> <p>The impact on the environment of removing the hedge has been considered and the view of the Council's Ecology Officer is that If a fence was installed with a corridor of long grass or other vegetation running continuously along the fence boundary, corridor habitat could remain.</p>
Signature	David Haas
Service Budget Holder Signature	David Haas
Date	28 July 2021