

Attention All Staff



Profile of Mary Holt [Leeds] Promoted to Level 5 this year

Mary joined Scott Wilson in June 1997 as a Principal Planner in the Leeds Office.



In those days the office comprised an ecologist, an environmental auditor and a lot of unused space occupied by broken office furniture. Since that time she has helped to develop the office into a multi-disciplinary office of 30 staff with a turnover of £1.5m.

Mary's vision for the Leeds Office has been the establishment of a service to the development industry, both public and private sector, providing a high quality service in traditional consultancy areas through the fusion of a wide range of environmental and planning skills. The office can offer a "one stop shop" to clients when required but more significantly, by the physical juxtaposition of related skills and the exchange of ideas, it offers highly skilled and motivated professionals with a wide awareness of the development process and of their role within it. The office is able to address a client's requirements closely and provide the kind of consultancy support for projects actually sought by the client rather than a standard "one approach fits all" response. The office has a wide client base in both public and private sectors and gains much repeat business through its well-developed client care ethos.

Prior to joining Scott Wilson Mary gained 15 years local authority experience in various Authorities throughout West Yorkshire and a further 8 years experience with a planning and architectural consultancy in Leeds.

Mary lives in Honley, a village between Huddersfield and Holmfirth but was born and raised in the Black Country. She first came to Yorkshire in the early 1970s to attend Hull University and moved to West Yorkshire after that. In her spare time she sings very badly with a local choir and enjoys the sport of extreme vegetable growing at Pennine altitudes. She reached the pinnacle of her singing career in early November when she sang in the

Royal Albert Hall helping to raise £200,000 for Yorkshire Cancer Research (with 999 others!).



Institution Of Civil Engineers Annual Award Ceremony from Colin Dodgson [Glasgow]

At One Great George Street in London on 4th November 2003, the President of the Institution of Civil Engineers presented the Parkman Medal to Mike Hackney, Project Manager for Scott Wilson Scotland, Andrew Stocks, Project Manager for Carillion Rail and Colin Dodgson, Design & Construction Engineer for Railtrack whilst on secondment from Scott Wilson Railways, for their paper entitled, *Float Viaduct – A High Speed Rail Bridge Replacement*, which was published in the Institution of Civil Engineers' Proceedings on February 2002. The Award winners were accompanied by their wives at both the ceremony and a luncheon afterwards.



*Colin Dodgson, Andrew Stocks, Mike Hackney
and The President of the ICE.*

The replacement of this viaduct at a remote, environmentally sensitive location on the UK's main west-coast railway in just five days required a tremendous amount of advance planning. The 135 year old Float Viaduct, crossing the upper reaches of the River Clyde immediately South of Carstairs, needed to be replaced as part of Railtrack's upgrade of the busy route to suit 200km/h electric trains. Working under a fixed-price design-and-construct contract, Carillion and Scott Wilson

opted to move both the old bridge deck out and the new bridge deck in by lifting rather than sliding.

The Client, Contractor and Designer worked together closely from the beginning on a difficult and demanding project. Regular design team meetings chaired by the Client helped to ensure progress was maintained and that potential problems were ironed out in advance.

This project demonstrates how teamwork and an open and trusting relationship between all parties contributed to its successful outcome. Congratulations to all!



National Railway Heritage Award Ceremony

Colin Dodgson has been invited to attend the National Railway Heritage Award Ceremony in London on 2nd December 2003, in recognition of his part as Design and Construction Engineer for Railtrack (whilst on secondment from Scott Wilson Railways) on the Moy Viaduct Renewal.

The original Moy Viaduct was a listed timber structure located just south of Inverness and was in need of replacement due to decay. After extensive discussion with Historic Scotland and the Planning Department, a Design and Build scheme was prepared through joint discussion with Railtrack, the main contractor Carillion Rail and Arup Consultants.

The scheme chosen involved piles, pile caps, reinforced concrete columns and steel superstructure, all of which on completion was completely hidden within the existing timber (except the columns). The replacement superstructure was successfully installed during a long possession of the Perth to Inverness Line in October 2002.

Another feather in Colin's cap which is testament to his knowledge, commitment and drive for bridge engineering in the difficult environment that is the operational railway.



Installation of Moy Viaduct Superstructure



TRAVELLERS

Location	Traveller	Dates
Warsaw	Lance van Dyk	13 - 19 Nov
Saudi Arabia	Malcolm George	14 - 20 Nov
Poznan, Poland	Brian Ball & James Gregory	16 - 21 Nov
Belgrade	Martin Edge	16 - 21 Nov
Geneva	Tony Miller	19 Nov
Tehran	Hany Hassan	28 Nov-12 Dec
Addis Ababa	Chris Massey	until 5 Dec



Congratulations



Congratulations to **Paul Shields** [Noise and Vibration Team, Chesterfield] who has achieved the award of MSc Applied Acoustics with Distinction from the University of Derby. The course was undertaken on a distance learning basis over two years.

The project for Paul's dissertation was "A Critical Review of Methodology Used to Assess Ground Borne Railway Noise Complaints". Currently there is no assessment method for this type of noise and one of the outputs of his research was to produce a Best

Practice Guide for this type of noise. He will be giving a presentation on the findings of his dissertation to the Local Authority Rail Impact Forum (LARIF) at the Chartered Institute of Environmental Health in London on Wednesday 12 November.

Paul would like to thank Scott Wilson who paid for his course fees for the second year.





Moves

STARTERS

A warm welcome to:-

Appointment of John Hollister as Head of Planning (Minerals and Waste)



John Hollister joined Scott Wilson as Head of Planning (Minerals and Waste) at the beginning of this month and is based at Springwell House in Chesterfield.

His appointment is a key part of the Company's strategy to develop the services it provides to the waste management and minerals industries.

John is a chartered town planner and brings 24 years of experience of minerals and waste development planning gained in Local Government; industry and consultancy.

Before joining Scott Wilson, he was Assistant Head of Environmental Consultancy at Earth Tech Engineering in Barnsley. In the minerals and waste industry he led many projects for new developments, corporate acquisitions and integrated waste management tenders.

As Principal Minerals officer with Hampshire County Council he acted as expert witness at Public Inquiries, was co-author of the Council's Minerals and Waste Local Plan and pioneered the development of policies to regulate on-shore oil exploration and development.



The Birmingham office welcomes **Isaac Muyinza** who joined as a Graduate Transport Planner on the 3rd November 2003.

He is a post-graduate in Transport Planning from the University of Newcastle where his dissertation involved making extensive use of VISSIM micro-simulation on a section of the M25. Prior to undertaking his Masters degree he spent a year with a Civil Engineering Consultancy in Uganda.



Sports & Social



Wear It Pink Day

from Melanie McEvoy [Glasgow]

Thanks to everyone at Scott Wilson Railways who took part in the Wear It Pink day for Breast Cancer. We raised £133 and I have it on good authority that even if you couldn't actually see the pink clothing it was there somewhere.....!!



Benefit Night for Oxfam

from Debra Power [Basingstoke]

Don't Miss Out - Book your Tickets now!



Oxfam's *Cirque du Soleil* Benefit Night

February 3rd 2004,
Royal Albert Hall, London

Ticket line - 020 7838 3128

<http://www.oxfam.org.uk/go/cirque/>

Children in Need Appeal 'Wear What You Like' Day Basingstoke Office 21st November 2003



www.bbc.co.uk/pudsey

Make your contribution of £1 or more at Reception in Scott House to wear what you like (casual, posh, fancy dress!) on Friday 21st November, in aid of Children in Need.



Strange Things From Around The World....



Over the past couple of months staff have been kindly buying and donating 'strange things from around the world'

It is now time to put these things to good use and raffle them off to raise money for the Millennium Project – in time for a donation at Christmas

We have a variety of items including:

- Wine
- Vodka
- Chocolates
- Tea/coffee
- CD's
- Sweets

Tickets are now on sale at the bargain price of **50p per ticket**.
Contact Emma Parsons, Ann Harvey or Debra Power to purchase yours now.

The raffle will be drawn on Monday 15th December at 4.00 in Network House, Basingstoke (attendance is not necessary – if you win we can allocate a prize to you if you wish)

Thank you for participating in The Millennium Project.



**Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.**

Senior Engineer - Derby

We are looking for an experienced Railway Engineer to support a Depot Maintenance Project being managed from our Derby Office. The role would involve the overseeing and contribution to technical proposals for remedial works to 49 depots.

The project will last for approximately 9-12 months. We are looking for a candidate who is interested in either a contract position lasting the duration of the project, or a candidate interested in a permanent position, who would be willing to relocate to Birmingham or York following project completion.

The successful candidate will have previous rail depot experience and a civils, electrical or mechanical

background. Knowledge of Network Rail's design and project processes is also required.

If you are interested in this vacancy and would like some more information, please contact Amanda Haines on 01793 515863, or by email: amanda.haines@scottwilson.com

Senior Electrification Design Engineers - Swindon

We have an exciting opportunity for experienced electrification designers who are looking to take a role in the future development of a highly successful team of professional Electrification Engineers.

We are looking for highly motivated candidates with at least five years experience in overhead line electrification, either in design, maintenance or construction. Experience of conductor rail systems would be an advantage.

The successful candidate will be a Chartered Mechanical or Electrical Engineer or currently working towards Chartered status.

Good written and interpersonal skills are required, as is a flexible and positive attitude to all activities.

Key aspects of the role will include the undertaking of site visits and surveys, the production and/or co-ordination of drawings, design and specifications and the management of projects.

Candidates must comply with our Drugs and Alcohol Policy. We operate a no-smoking policy in all our offices.

If you are interested in this position please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com

Ghana Field Engineer

In order to meet anticipated staff requirements for a growing workload in low volume rural access provision in Northern Ghana, we would like to hear from suitably qualified Engineers who expect to be available on a full time basis from April 2004. Applicants must demonstrate an aptitude for, and interest in, working in a challenging and at times isolated institutional environment in a remote location in sub-Sahara Africa. The post is likely to entail considerable field travel from a base in Northern Region. It will entail monitoring and advising on the ongoing construction and site supervision of a programme of Feeder Road construction using both equipment based and labour based technology.

Essential requirements include

- 8 years or more post-graduate experience, of which at least 2 years should be in the design or construction of rural infrastructure, including roads, at the Regional or District level in developing countries, primarily in Sub-Saharan Africa and preferably in Ghana.
- An outlook that is consistent with the underlying objective of building capacity among local consultants, contractors and government staff.
- Sufficient knowledge of "softer" engineering issues to be able to engage in discussions and provide guidance relating to stakeholder participation, local level planning, institutional development, impact assessment, appropriate technology and governance. A proven ability to prepare training material and provide practical on the job training would be an advantage.
- Familiarity with Quality Management procedures.
- A disposition suitable for living and working in a developing country and physically fit for the assignment.
- Proficiency in English, orally as well as in writing.
- Valid driving licence
- Computer literacy

If you are confident that you meet these requirements, and are interested in being considered for possible opportunities, please contact John Pilcher on john.pilcher@scottwilson.com, quoting "Ghana Pro-Poor Field Engineer" in the subject line

Programme Management Consultants

Opportunities to make a real difference are few and far between – and this is one of them.

The Scott Wilson Business Consultancy Group in London is currently involved in a range of exciting client initiatives to both establish new programmes and improve existing programme delivery performance.

Typically, our Programme Management Consultants have a blend of 'hard' and 'soft' skills and the personal drive to make a real impact on some of the highest profile programmes in the UK and Internationally.

We are currently seeking experienced generalist Programme Managers with good technical grounding (MSP, PRINCE2 etc.) or Programme Managers with specific experience in regeneration.

We should also be interested to hear from experienced freelance Programme Managers.

If you are interested in learning more about this position please contact Sophie Shillinglaw/Joan Kingett in the Basingstoke office.

Team Organiser - Scott Wilson Railways Glasgow

(Pregnancy Cover - 6 Months Commencing 15 December 2003)

A temporary Team Organiser vacancy within our Multifunctional Consultancy Team based in Glasgow will become available in December when the current occupant commences maternity leave.

We are looking for a self motivated individual with good communications skills who displays a positive attitude at all times. A flexible approach to work is also essential as is the ability to work to tight deadlines.

This individual will report to the MFC Unit Manager and will provide a comprehensive administrative support to the Unit including the control of timesheets, travel and accommodation arrangements, sickness and holiday records, compiling reports etc. Typing skills and a good working knowledge of MS Word and Excel is essential.

For more information on this position, please contact Alan Nelson on 01413353900 or email: alan.nelson@scottwilson.com

For Sale & Wanted



For Sale: BMW 318i Convertible

May 1997 P registration, Montreal blue, metallic, 79,000 miles. Beige carpet with mats, Full BMW service history



Parkers Guide values it at £9735 (good condition) This is for standard equipment, however this car has:

Beige leather upholstery and trim, Radio/CD player, Wind barrier (£250), Recent main service

Offers in excess of £10,150 will purchase this attractive car

Car available 7th December when my new BMW arrives
Contact: tony.richardson@scottwilson.com
Abingdon office



What's On Your Mind



Speed Cameras on the M4
from Richard Noakes [Peterborough]

I think the note by Julian Jones warning us of speed cameras on the M4 may not be correct. This BBC news story suggests that Julian may have been the victim of a misleading email.

“Rumours that a £16m motorway congestion warning system has been hiding the latest hi-tech speed cameras have been refuted.

The police, the AA and road safety chiefs have all dismissed as a hoax an email claiming that hi-tech signs on the M4 contained the Specs system, digital

equipment that works out drivers' average speed between cameras.

In October, Transport Minister Kim Howells launched the congestion warning scheme - which detects slow-moving or stationary traffic and displays electronic warnings - between junctions 12 and 14 of the motorway.

Since then an email has been sent round warning that the Specs system has been launched, working 24 hours a day and with "absolutely no limit on the number of tickets that it can issue".

The rumours have led Speed Check, the firm behind the Specs cameras which are used at a number of UK sites, to issue a firm denial.

A spokesman said: "Speed Check has received a number of enquiries in relation to a hoax email.

"It has been implied that a Specs system has been installed on the M4.

Speed Check would like to assure all interested parties that there are currently no Specs systems in place on the M4."

An AA spokesman told BBC News Online: "We had heard of the email and it is a complete load of rubbish. We have had that confirmed by the Highways Agency."

The rumours have been blamed on the fact that there are two CCTV cameras operating as part of the system. But they are there to monitor if the signs are working correctly and the traffic itself.

A statement from Thames Valley Police read: "There are no speed cameras and no Specs cameras in the signs. "The only involvement Thames Valley Police has is to change the messages on the signs according to the conditions to give up-to-date information." "

Editor: Thanks to everyone who has let us know about this bogus e-mail.



**Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light****

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***

Attention All Staff



CABE Space Strategic Enabling Panel from Russ Canning [Abingdon]

Following a six month selection process, Scott Wilson has been appointed Corporate Member of the CABE Space Strategic Enabling Panel. As one of only seven practices appointed nationwide, the commission reflects our current status at the leading edge of landscape audit and strategy formulation for local authorities.

CABE Space is the landscape offshoot of the Centre for Architecture and the Built Environment, established to "...bring excellence to the planning, design and management of public space in our towns and cities".



Institute of Air Quality Management from Garry Gray [Derby]

The inaugural AGM of the Institute of Air Quality Management was held earlier this month and was strongly represented by leading public and private sector organisations. The Institute represents the first body to specifically aim to maintain and enhance the highest standards in all aspects of work relating to the measurement, modelling and reporting of air pollution issues. Full members can use the title MIAQM.

My position on the IAQM committee will enhance Scott Wilson's profile in the market, through greater involvement in the promotion of best practice to the wider environmental assessment community.



Safer Use Of Your Mobile Phone from Dave Sutton [Swindon]

From 1 December 2003 you will be breaking the law if you use a hand-held mobile phone whilst driving. The following RAC guide clarifies how the law will work:

What does the law say?

The legislation will make it illegal to use your phone if you hold the phone at any point during its use. The law also applies to any interactive device such as electronic notepads or navigation aids. "Holding"

includes cradling the phone between your ear and shoulder.

Can I use my ear piece and wire with my mobile?

A hands free kit consisting of a wire and an earpiece would only be legal if you did not have to hold the phone to dial a number or take a call. If your phone has voice recognition or bluetooth capabilities you should use these and pre-programme numbers into your phone. But trailing wires from some kits mean that they still aren't the safest option.

What about fully-installed car kits?

A properly installed car kit fixed to the dashboard or ventilators is the safest way to take calls. These kits should be fitted by a professional to ensure that all the wires are hidden, the radio will mute automatically, and so that you don't invalidate your car's warranty or run the risk of installing the kit in front of an airbag.

Is it safe to talk on a mobile at all while driving?

Pressing buttons on your phone will be legal if the phone is held in a secured cradle affixed to the dashboard. But you can already be prosecuted for driving dangerously, or without due care and attention, and you should avoid making calls if at all possible.

How can I make safer calls?

- Keep calls short and simple – never argue or negotiate on the move
- Turn off your phone and take messages when you can park safely
- Tell callers that you are driving and may need to break off your conversation suddenly
- Save any numbers you may need into your phone to a short dial number before starting your journey



British Wind Energy Association Conference and Exhibition, Glasgow 28th to 30th October, 2003 from Neil Harris [St Austell]

Neil Harris, Mike Patching (Scott Wilson Oceans), David Wright (Edinburgh), Damon O'Brien (Coastal) and Thomas Yeung (Business Consultancy) attended the 25th

Annual Exhibition and Conference held in the SECC, Glasgow from 28th to 30th October, 2003. Scott Wilson had a stand at the exhibition, which showcased skills and experience related to wind energy projects.

This year's conference was the most successful ever, with over 700 delegates and approximately 101 stands. The Gala Dinner was attended by about 640 guests, roughly double the number in Brighton last year. The mystery guest speaker was Brian Wilson ex-Energy Minister, who delivered an eloquent and humorous endorsement of renewable energy technologies generally.

The Scott Wilson stand provided an opportunity to meet many of the industry's main players, for many of whom we have already worked. Discussions also took place with significant players in the market who are potential clients for Scott Wilson, and several follow up meetings are being arranged to capitalise on the opportunities generated and to present the broader capabilities of the group.

Damon O'Brien presented a paper to one of the Offshore Wind Technical Sessions, which covered scour protection design and modelling for the work that we undertook on the Arklow Bank Wind Farm. This generated a lot of interest, discussion and, hopefully, opportunities for future work.

Next year's BWEA conference is being combined with the European Wind Energy Conference and will be held in London.



Increasing Competitiveness - Outsourcing
From Mike O'Shea [Zimbabwe]

As I'm sure you are aware, the Scott Wilson Group is continuously looking at opportunities to increase its competitiveness in the market place with a view to securing more work and a bigger slice of the engineering pie. With this in mind, Scott Wilson South Africa has been

in contact with various offices around the world offering their services in the areas of CAD draughting and design. The principle was well received by the majority of participants at the Worldwide Directors' Conference in June 2003. Follow on discussions have brought to light a number of interesting outsourcing opportunities, including some lateral ideas such as outsourcing GIS services or 'in' sourcing staff for overseas projects.

South Africa can offer savings of at least 30% on draughting and design services, at an equivalent quality to work done in the UK. For any sceptics, work has recently been completed for our London Building Services and Liverpool offices and they could verify the cost savings and the standard of service provided.

But won't outsourcing cause job losses.....? It doesn't need to. Being more competitive means more work coming in the doors. Outsourcing may change the role of people in the source office (e.g. draughtees do more drawing management) but with the increased work-load outsourcing may even create more jobs.

And why go through the hassle.....? Outsourcing can actually reduce the hassle. A free information manager comes with the deal. This manager will maintain drawing registers and information flow details throughout the exercise, saving you doing the job. Client changes can be properly tracked and reclaimed if necessary. The manager will also ask the right questions in order to understand the information issued and provide an informal check on design information. Outsourced work packages need to be properly detailed and, therefore, you are forced to do the up-front design work that actually makes a job run smoothly but always seems to be left out. No more designing over the shoulder of draughtees who are draughting in the dark, so-to-speak. The job gets done right first time thereby reducing a lot of the re-working hassles and unnecessary costs.

If you'd like any further information or simply wish to bounce ideas drop an email to Mike O'Shea at m.oshea@scottwilsonafrica.co.za



Scott Wilson CD Case Style Christmas Card / Calendar
from Tim Blow [Basingstoke]

Core Services Marketing have produced a Christmas Card / Calendar combined into a transparent CD case. These are for distribution to our clients for this Christmas and New Year.

Please contact Basingstoke Marketing with the number you require for your office or department. 5000 have been printed and will be available in the first week in December. They will be distributed on a first come, first served basis.



Innovation Discussion Forum
from Sheila Clegg [Manchester]

The following subjects have been recently listed in the Discussion Forum on the Pontifact Innovation & Best Practice Site:

Subject	Author
Automated SWIMS forms anyone?	Nick Wordsworth
End-of Project Reviews	Jenny MacDonald
Knowledge Management	Nick Wordsworth
Forms	Andrew Evans
Expense Claim Forms	Andrew Evans
SWIFT topic of the week	Paul Bailey

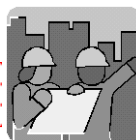


TRAVELLERS

Location	Traveller	Dates
Delhi	Natasha Eremeeva	17 -23 Nov
Malawi & Mozambique	Colin McKenna	19 - 30 Nov
Zagreb & Tirana	Les Cheesman	16 Nov - 3 Dec
Amsterdam	Les Cheesman	3 Dec - return date not known
Delhi	Amanda Hutson	21 - 29 Nov
Havana	Peter Garratt	1 - 6 Dec
Madrid	Stewart Cale	14 - 18 Dec



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Greater Anglia Franchise Bid
from Gareth Clarke [Swindon]

During the months of July and August Chris Knight (Railways Systems Assurance) and Orlando Walters (Pavement Engineering) were seconded to National Express Group plc, through Scott Wilson Business Consultancy Group, to assist in the preparation of the new Greater Anglia franchise bid.

The Greater Anglia franchise bid is one of the new "super" franchises, which combines the existing Anglia, Great Eastern and West Anglia (including Stansted Express). The aim of the new Greater Anglia franchise will be to provide improved passenger services and operational benefits through the combination of all services in and out of Liverpool Street Station. The Greater Anglia franchise will be the first to result from the SRA's policy of one operator for each major London terminal.

There are three bidders for the new franchise and include National Express Group Plc, Arriva Trains Ltd and G.B. Railways Plc. Chris and Orlando, based at National Express offices near Old Street Station, provided assistance to the franchise executive in the construction and auditing of the financial model and the production of supporting documentation. The National Express group

already have a key interest in the new franchise, as they are the current TOC (Train Operating Companies) of the West Anglia franchise (through WAGN - West Anglian Great Northern) and the Stansted Express route.

The franchise bid itself, is a complex process, and requires consideration of various options and associated interactions. For example the impact of new housing estates or increased passenger flow to/from Stansted Airport on future passenger revenues must be predicted over the life of the new franchise i.e. ten years. Utilising their analytical skills and experience of generating spreadsheet models, Chris and Orlando were heavily involved (including many hours into the late evening) with building the financial model. In addition, auditing and formatting spreadsheet models from various work streams was essential to assist in this process

The announcement of the preferred bidder is due at the end of the year and the new Greater Anglia franchise is due to commence after the end of the current franchises in April 2004.



Tourism In Saudi Arabia

from Malcolm George [Abingdon]

Although last week's Scott Light stated that I would be in Saudi Arabia this week, the client has agreed that, in light of the recent attacks in Riyadh, the concluding work on the Al Baha Provincial Tourism Strategy can be completed in the UK. The client's comments on the draft report reflect the good relationship that has been built up with the Supreme Commission for Tourism (SCT).

"This is a very competent piece of work. The draft report is well conceived, organised and presented. It is characterised by an admirable economy of style, while at the same time achieving ample coverage of all essential issues impinging on tourism in the Province. Notwithstanding the pressure of time under which it was prepared, this first draft is notable for its readability and the clarity of the central strategic themes it puts forward. The planning team of international consultants (Scott Wilson) and SCT and provincial staff are to be commended for a job well done."

This has led to Scott Wilson now being asked to undertake the much larger Riyadh Tourism Plan, and subsequently the Jeddah Tourism Plan. (Worth about £200k in total). Although the timing is unfortunate we are hopeful that the first of these will be underway in the New Year.

Tourism, (although largely aimed at the domestic and regional markets at present) is being taken very seriously by the Saudi Government. It is seen as an opportunity to create employment throughout the country and particularly for the young Saudis for whom unemployment and disaffection is seen as contributing to a major social and political problem. The Chairman of the SCT is also the Deputy Prime Minister Minister of Defence and Minister of Aviation, and a possible future head of the Government, so hopefully Scott Wilson can be well placed to pick up development work arising from the implementation of these tourism plans.



Scott Wilson Leeds Plays A Key Role In Archaeological Open Days For Persimmon Homes North East

from Lisa .Wisniowski [Leeds]

Scott Wilson Leeds, archaeological consultants for Persimmon Homes North East, played a key role in the first public viewing of remains of a Roman Villa found on land owned by Persimmon at Portis Bar/The Forum, Ingleby Barwick.

Two special open days were held on Saturday 8 November and Sunday 9 November 2003 between 10:00am and 3:00pm when the public had the opportunity to tour the site, learn of its history and the future plans to preserve this important archaeological

find. Key members of the team were on site during the weekend including Simon McCudden, Head of Archaeology and Andrea Burgess, Senior Archaeologist at Scott Wilson, Robin Daniels, Tees Archaeologist and members of the team from Archaeological Services, University of Durham.



One of the site tours at the excavation of the Roman bath house

The site consists of the villa, extensive associated settlement and an enclosure system, which has international significance as the most northerly surviving villa complex in the Roman Empire.

The site was first identified in the 1970s through aerial photography with initial excavation work taking place in that decade. Planning permission for the site already exists and it is currently being developed by Persimmon Homes who have opened up the site for this viewing. While the company has no obligation to preserve the site, through a partnering approach by the developers, local council and Tees Archaeology there are plans to preserve a portion of the most significant remains, with other finds being recorded through excavation and transferred to local museums.

Although all above-ground remains have been levelled in the 1500 years since the site was occupied, ditches, walls and buildings still survive beneath the ploughsoil. The excavations have uncovered evidence to suggest that this area was occupied and farmed during the Iron Age – before the Roman Conquest of Britain. This settlement and associated enclosures appears to have dramatically expanded in the 1st century AD. The Roman Conquest affected the native population across the country, and many excavations reveal evidence of Roman culture beginning to become integrated with that of the native population - hence the term 'Romano-British'.

At Ingleby Barwick the remains of a Roman villa complex and associated Romano-British landscape have been found; although one of the most significant buildings will not be excavated and will be preserved within the development. The finds from the site provide valuable evidence of the lifestyle of the villa's occupants and

include pottery, milling and grinding stones, nails, coins, a brooch and a fragment of an altar.

The archaeological excavation and assessment is being carried out by Archaeological Services, University of Durham funded by a joint contribution from Persimmon Homes North East and English Heritage. The work is being monitored by Scott Wilson in liaison with Tees Archaeology.



Pupils from St Therese of Lisieux RC Primary School examining the finds from the site



Congratulations



Institution of Civil Engineers Country Representative for Spain

Jose Cordovilla, who joined the Scott Wilson Ibérica office in Madrid earlier this year, is to be congratulated on his recent appointment as the ICE Representative for Spain. His main responsibility will be furthering the objectives of the Institution as set out in the Royal Charter for Spain and with advising the International Division of the ICE, as necessary, on any Institution matter of concern in that country.

Jose can be contacted in the Madrid Office +34 91 314 7771 or by e-mail: jose.cordovilla@scottwilson.com on any matter relating to the objectives and any issues concerning the ICE in Spain.



RETIREMENT

A long and happy retirement to:

Jill Green [Basingstoke] who retires on Friday 21st November.

Sergei Turceninoff who retires on Friday 28th November.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.

For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Graduate Operations Analyst - London or Swindon

We have an exciting opportunity for a Graduate Operations Analyst at our offices in London or Swindon. The post will report to the Railway

Operations and Planning Manager. The Railway Operations & Planning Unit is an emerging and strategic national and international enabler for Scott Wilson Railways and has staff located at several locations.

The post holder will prepare for the role of a Senior Operations Analyst by developing skills in railway operations and planning in particular and the rail and transport environments in general. This will be achieved by personal involvement and commitment to:

- A training and development programme tailored to Operations & Planning
- Active participation in professional bodies
- Development through increasing project responsibilities – especially in multi-disciplinary projects

Typical work will include:

Undertaking site visits, preparing and presenting reports, findings and recommendations to clients, developing and maintaining a shared set of client and stakeholder contacts, contributing and improving the quality of information, methods, deliverables and systems. Candidates must also be prepared to undertake Personal Track Safety (PTS) training to be able to visit railway locations.

We are looking for a candidate with a relevant degree and ideally some exposure to the rail industry. A high level of responsibility and accountability is essential to make the team successful. The role will also require an individual with the ability to work independently when necessary. The candidate must demonstrate awareness of self and of others. We are looking for creativity and the ability to suggest sound solutions rather than just identifying problems.

For more information on this position, please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com



Senior/Principal Traffic/Transportation Engineer - Basildon

Job Purpose:

Provide a core Traffic/Transportation capability to Basildon office to:

- i) win work (for all disciplines), and
- ii) build a well-regarded discipline team.

Core Responsibilities:

Provide wide-ranging traffic/transportation expertise to multi-disciplinary projects within Scott Wilson – based in Basildon but acting as part of the wider traffic/transportation team.

1. Acting as the technical and project management focus for the application of specialist traffic/transportation skills available elsewhere within the firm to Basildon based projects.

2. Develop and win new business in the traffic/transportation field
3. Develop and manage a small traffic/transportation team within the Basildon office.

Impact:

1. Undertake, manage and direct traffic/transportation projects profitably
2. Develop an effective traffic/transportation team of 3-4 in Basildon
3. Build client networks that yield new prospects in both traffic/transportation and other disciplines
4. Within 12 months consistently win sufficient work to achieve “break even” or better for the team.

Person Specification: A * denotes essential for the role.

Knowledge Required:

*More than 5 years experience in some of the following disciplines:

- Multi-modal modelling & feasibility studies using EMME2, SATURN, TRIPS or QVIEW
- Transport and junction assessments using ARCADY, PICADY, OSCADY, LINSIG or TRANSYT
- Impact Studies in support of major developments
- Pedestrian modelling using PEDROUTE and PAXPORT
- Micro-simulation using VISSIM or PARAMICS
- Economic and financial appraisals
- Transport master planning
- Toll roads, DBFO & PFI
- Traffic engineering

Qualifications required:

*Chartered Engineer or equivalent

- Post graduate qualification in traffic/transportation

Skills required:

*MS Word, MS Excel

- *Appropriate specialist software as above.
- *Good report writing capabilities
- Presentation skills
- Good personal networking skills

Previous achievements or experience required:

- *Broad traffic/transportation experience with significant specialist capability in one or two areas.
- Majority of experience in consultancy rather than government/local government background
- Proven team leadership capabilities

Personal qualities.

- *Lateral thinker

- *Enjoys finding innovative and challenging solutions across a wide range of projects within multi-disciplinary teams.
- *Flexible in attitude and outlook
- *Able to “multi-task”
- *Able to build effective team working relationships with colleagues and clients – good people manager

If you are interested in learning more about this vacancy please contact Sophie Shillinglaw, HR Basingstoke.



Structural Engineer – Secondment to Dublin (probably level 3.2 or 4.1)

A vacancy exists for a Structural Engineer with good building structures experience to work in Dublin for a period of 12-18 months starting in or around March 2004.

The candidate would be working in the offices of T J O'Connor (a local consultant with strong links with Scott Wilson) and would work mainly on the Dundrum shopping centre project (the largest retail development in Ireland) in a liaison role between the various parties in Ireland (consultants and contractors) and the design team in Basingstoke. Staff who have already done spells in this role have thoroughly enjoyed their time in Dublin and have been rather reluctant to return to UK! Ideally, the candidate should work in the Basingstoke office for a period of two to four weeks in February/ March for project familiarisation with the design team before moving to Dublin.

If you are interested in learning more about this fabulous opportunity, please contact Sophie Shillinglaw in HR, Basingstoke.



For Sale & Wanted



For Sale: VW Golf (White), 1.6 Turbo Diesel. 1990 (H Reg), 7 months MOT. Good condition. **£600 ono.**
Contact: Sam Smith in Abingdon, 01235 555535



For Sale: Silentnight Limed Oak Furniture - Coffee Table, TV/Video corner cabinet, stereo cabinet and display unit - £250 ONO (will split items)

Navy/White Cossato 2 in 1 Pram with all accessories - £50 ONO

Contact: Mark Lewis (SWR Blackfriars) 0207 593 3365



What's On Your Mind



Singular Scott Wilson
from Hamish Goldie-Scot [International]

Hardly a week goes by without some contributor to ScottLight lapsing into the occasional (and inconsistent) reference to Scott Wilson as a plural entity. The same

problem is now creeping back into our marketing material.

It's time for a reminder that Scott Wilson is singular.



Items for inclusion must be received by **5 pm on Mondays**
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar

Please note that details for Travellers section need to be received at least a week before the planned travel.

Attention All Staff



Ban On The Use of Mobile Phones Whilst Driving

from Catherine Sutcliffe [Basingstoke]

From 1st December 2003, it will be illegal to use a hand-held mobile phone whilst driving. However, legislation states that providing a phone can be operated without holding it, hands-free equipment is not prohibited by the new legislation.

It will be illegal to use hand-held phones in traffic jams and at traffic lights. However, if the mobile phone is in a cradle, drivers will be able to push a button to activate a hands-free system, as long as they do not pick up the phone to do so.

However, drivers should remember that they could still be stopped by police for driving dangerously or without due care and attention and charged under existing legislation.

The legislation also covers other electronic devices such as palm pilots and personal organisers, or anything that needs to be held whilst driving.

Failure to use a hands-free kit and resorting to a hand held whilst driving will be punishable by a £30 fine, (or up to £2,500 for a conviction in court) and three penalty points on your licence.

Scott Wilson strongly recommends to its employees that anyone out on company business should avoid making and receiving calls whilst driving, at all costs.

Please see the back of this issue for a guidance chart from Dave Sutton on the use of electronic communication devices when on the move.



Blocking of Non Scott Wilson E-mail

from Bob McKittrick [Basingstoke]

Following the virus outbreaks in Basingstoke and Swindon in the summer, Computing Services have reviewed some of the procedures in place to protect the company's computer resources from viruses.

E-mail is still the most likely medium to transmit viruses. All e-mail to and from the Scott Wilson e-mail system is thoroughly checked for viruses. However other e-mail systems may not be as well protected. Recently viruses have hit several well known e-mail service providers. It has therefore been decided that access to non Scott Wilson e-mail systems will be not be allowed. This will include non Scott Wilson webmail, POP3, IMAP and SMTP services.

In the next few weeks Computing will be putting in place measures to block access to such systems. However it will remain the responsibility of Scott Wilson employees to make sure they do not access these sites.



BSi Registration Certificates

from Allen Flatman (Matlock)

We have at last received updated Certificates from BSi. These confirm our registration to the BS EN ISO 9001:2000 Standard. The Certificates also cover changes and additions to Group offices and designations, and widen our registered scope.

Offices now included are Ashford, Derby, London (Blackfriars Road), Matlock, Newcastle-upon-Tyne, and St Austell. Our registered scope now includes

archaeology, dams, mining, power, renewable energy, and tunnelling.

The Certificates are published on the Scott Wilson Intranet under SWIMS6 Quality Management and SWIMS5 Sales and Marketing/Company Information Sheets.



**PIARC World Road Congress,
Durban, October 2003**

From William Kemp [Chesterfield]

William Kemp (Chesterfield) and Rob Geddes (Harare) attended the 22nd World Road Congress organised by the World Road Association, PIARC, in Durban, South Africa, from 19th to 25th October. The Congress was attended by nearly 3000 delegates representing governments, road agencies, contractors and consultants from all over the world. It was held at the impressive Durban International Convention Centre, which has established a reputation as a world-class venue for such events. The organisation was generally very slick and included some excellent entertainment laid on by our South African hosts. Anyone who knows the music of Johnny Clegg will understand the excitement of a surprise concert by him before the congress dinner.

Rob presented a paper entitled "Road Safety for Very Low Traffic Roads in Undeveloped Rural Areas" at the "Special Session on Innovations in Road Safety". The session was very well attended (it was on the first day of the congress!) and the paper apparently well received. A question was posed by a member of the audience, so at least one person was listening!

Road safety was one of the main themes of the congress. About 1.2million people die on the roads worldwide every year. This is equivalent to 10 jumbo jets crashing every DAY! Some eighty percent of deaths are in developing and emerging nations, which have less than 20 percent of all motorised vehicles. Of interest was the policy of organisations such as the World Bank to avoid the use of the word "accident" when referring to incidents on the roads. An "accident" implies an unavoidable event. But more than 90 percent of "accidents" occur as a result of an accumulation of human errors. The word "crash" is preferred.

Other congress themes that seemed to be of particular interest to delegates were "Public Private Partnerships" and "Appropriate Development" in the road sector.

If anyone would like a copy of the papers submitted to the congress, or other information, please contact William or Rob, or consult the PIARC web site.



**Scott Wilson Internet Facilitation Team
Topics in SWIFT Newsletter:**

October - Adobe Photoshop tips and tricks.

November - Topics to be discussed are different Quality Management theories.

Do you have any Information Technology topics you want to appear in the SWIFT Newsletter? Do you have an advertisement you want to publish on the Intranet? Do you have any services to offer for Scott Wilson? Would you like us to do some research for you on the Internet? Do you have any comments about the Intranet?

E-mail us at: pontifact@scottwilson.com

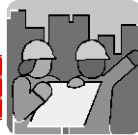


TRAVELLERS

Location	Traveller	Dates
Brussels	Elena Jackson	28 Nov
Ghana	Philip Friend	29 Nov - 7 Dec
Ghana	Ciaran Molloy	until 10 Dec
Iran	Stephen Hobson	until 13 Dec
Morocco	Alan Gray	30 Nov - 13 Dec
Ghana	Jeremy Short	1 - 12 Dec
Ghana	Julie Tarling	1 - 12 Dec
Dominican Republic	Simon Thomas	1 - 5 Dec
Sofia	Bryan Harris & Fergus Anckorn	7-10 Dec



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Scott Wilson Water E&M - Further Success in Innovation - Microturbine Scheme

From Paul Francis [Mansfield]

Scott Wilson Water's E&M team are currently involved in an innovative scheme to use waste gas for energy generation - a potentially important source of renewable energy.

Working on behalf of Yorkshire Water Services we are Project Managing the 12 month trial scheme in conjunction with their energy management team following a lengthy R&D Feasibility study.

This scheme follows the SWW E&M Team's other recent success in innovation with the Intelligent MCC Project.

The Microturbine is a relatively small (120kW) self-contained Combined Heat & Power (CHP) unit capable of providing electrical energy and hot water. The unique feature of the unit is that it has only one moving part – a micro-turbine shaft that rotates at 70,000rpm. It requires minimal maintenance, no lubricants or coolants and is able to run on a variety of fuel sources including landfill gas, natural gas and propane.

The use of Digester gas is a relatively new development and this will be only the third Microturbine CHP to be installed on a UK wastewater plant.

Paul Francis is Project Managing the scheme whilst Anna Farrell is leading the day to day aspects of the project. Both recently attended the "Yorkshire Water Services Discovery Zone" event as exhibitors. The Microturbine stand generated a lot of interest to the extent that there are now plans to make further presentations in the near future.



Paul Francis explaining the benefits of Microturbines

The Microturbine is due to be installed by the end of 2003 and will then undergo a 12 month trial period supervised by the E&M Team.

For further information please contact Paul Francis - 01623 600660.

e-mail: paul.francis@scottwilson.com

(Fee Scale G)



Transport Drives Change

from Jamshid Soheili [London]

The London Transportation team is currently engaged in and contributing to a number of major projects. Much of this work is generated by the simple fact that 'transport is a quality of life thing' and it's more than just helping us to get to work. We can all see and appreciate the vital contribution of improved transport links and how it influences quality of life and wealth. We share this exciting workload with private developers, architects, Transport for London, government agencies, local authorities, masterplanners and of course colleagues elsewhere in the Group.

Millennium Quarter

Mark Gould is continuing to provide transportation advice to the London Borough of Tower Hamlets in relation to the Millennium Quarter Master Plan, prepared by EDAW. The Master Plan covers an area of 20 hectares in the heart of the Isle of Dogs directly to the south of the Canary Wharf Estate. It is anticipated that 608,000 sqm of commercial floorspace will be provided together with residential development accommodating over 2,500 households. Mark is currently assisting LBTH with post-S106 negotiations with individual developers and assessment of their infrastructure requirements.

Royal Arsenal, Woolwich

Andy Voke and Ida Hawkins are currently preparing a Transport Assessment on behalf of Berkeley Homes to support a master plan for 3000 residential units and commercial elements in this historic location. The transport considerations for this location are quite complex as they include DLR extension to Woolwich Arsenal, Greenwich Waterfront Transit and possible Crossrail station in addition to extensive on-site car parking. Together with Helen Goble in Basingstoke, responsible for producing the Environmental Statement, we have proactively liaised and worked with Broadway Malyan architects to achieve optimum site density. Planning application due for submission in early 2004.

West Hendon Regeneration

Mark Gould and Tom Allen are finalising a transport assessment report to support a planning application to develop 2000 residential units near Barnet Reservoir, London. The regeneration scheme involves a complete redevelopment of 12.43ha of land, incorporating residential and retail use with large areas of open space as well as leisure and community centres. Other key players include Mike Grimm, project manager and Martin Herbert, responsible for the planning application. Again, there has been extensive external interface with other design team members including HTA architects.

Woking & Guildford Traffic Model

Saf Ballout and David Seares are developing a large strategic SATURN model on behalf of Surrey County Council, enabling SCC to assess and review development of local transport policies and strategies. The study is supported by roadside interviews and includes more than 1288 links, 40 roundabouts, 230 priority junctions and 35 signalised junctions. Included in the model are both town centres and the A3 corridor. The calibration and validation of the base year model is due for completion before Christmas.

Park Royal Film Studios, Brent

We are assisting a private developer with a master plan to convert existing buildings to film studios as well as constructing additional production facilities along the Grand Union Canal on this large estate next to the North Circular Road. Other design disciplines include building services, landscape and infrastructure. Martin Herbert is providing assistance with the planning application to London Borough of Brent.

Belgrade Southern Bypass

Andy Voke, Ida Hawkins and Philippe Perret are currently involved with this International commission concerned with a feasibility study to complete the last section of this bypass in Belgrade. Anan Allos and Andy Voke both visited Belgrade in October 2003 in order to confirm nature and location of traffic surveys, including 11 roadside interview sites and agree a work programme. We are currently awaiting receipt of survey data in order to proceed with matrix building followed by model development. The VISSUM package will be used for this purpose. Natasha Eremeeva is project manager for the commission.

Public Transport Modelling, London

Timmy Chan, Nadia Lyubimova and Emily Hall are assisting Transport for London with public transport modelling work in connection with London Plan, Crossrail and Olympic 2012. The Railplan model will be used for this purpose which relies on the EMME/2 software package. We secured this 2 year commission through

our existing Framework Agreement with TfL and hope to also get involved with other London-specific models such as SALT (SATURN Assessment of London's Traffic) and APRIL (Assessment of Pricing of Roads In London).

Easter Group

Andy Voke and Tom Allen are providing this property developer with transport and infrastructure advice on a number of sites around the country earmarked for development for commercial/industrial use. Hamilton Associates Architects complete the design team.

Rail Franchise Auditing

Natalie Penfold is continuing her involvement with SRA, assisting Booz Allen Hamilton with due diligence and audit work relating to bidding franchises. Natalie is involved with undertaking rail passenger demand forecasts, evaluating bidders proposals and forecasting methodologies. This relies on using the MOIRA model to examine the impact of new timetables on passenger revenue.

A1(M) PARAMICS

Ida Hawkins is currently assisting David Smith with realignment proposals for Junction 3 of the A1(M). For this purpose, Ida developed a local PARAMICS model which was recently presented to the Highways Agency.

St David's Centre, Cardiff

Having negotiated outline planning consent via the County Council and National Assembly back in July 2003, both Mike Grimm and myself are continuing to advise Land Securities on S106 and S278 contributions as well as preparation of Orders and details pertinent to Reserved Matters. We are also providing advice on car parking and service yard design associated with the anchor department store, working closely with Reid Architecture and Eric Kuhne Architects. Interestingly, the PARAMICS model that was developed in support of the Transport Assessment is currently being used by the County to assess other planning applications.

Leeds Outer Ring Road SATURN Model

Andy Voke and Mark Gould are assisting Peter Firth in the Leeds office with the development of a SATURN model as part of a year long study to investigate issues affecting all modes of travel. The study aims to confirm the current function of the route and provide a long term strategy for its management and development. All public transport aspects of the study including measures such as Quality Bus Initiatives and Leeds Supertram are being assessed using a TRIPS model.



Congratulations



Yorkshire Geotechnical Group Annual Presentation Competition For Young Engineers from Mehmet Yilmaz [Chesterfield]

On 18th November, **Ed Brook**, a Graduate Geotechnical Engineer, of Scott Wilson's Chesterfield Office won the Yorkshire Geotechnical Group annual presentation competition for young engineers. Competition came from Skanska Cementation (presenting a Soil Nailing project), Sheffield University (presenting a sub-surface imaging technique) and Donaldson Associates (presenting a rock slope assessment method). Ed's talk was on the Effect of Climate Change on Slope Stability in the UK and was commended on its clear conveyance of complex information and an excellent question and answer session.

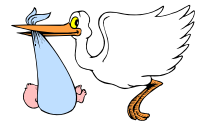
His win continues a history of success for Scott Wilson in the competition, which includes a second place finish last year by Ben Salussolia and another win in 2001 by Chris Hitch. Ed is now preparing to enter a written version of his presentation into the prestigious Cooling Prize

Competition, a national competition open to technical papers from young geotechnical engineers.

Our warmest congratulations to Ed for boosting our image in the region. His well-deserved success has been rewarded with a £100 cheque from Scott Wilson attached to a personal letter of appreciation from Mehmet Yilmaz.



Congratulations to **Fiona and Garry Dawson** on the birth of their daughter Elizabeth Anna on 20th November, weighing 7lb 12oz.



Moves



STARTERS

A warm welcome to:-

Conor Brown who joined the Facilities Management team at Basingstoke on 3rd November as Admin Assistant.

Alex Spencer, Secretarial Assistant, joined the Water Unit, Ashford on 3rd November.



LEAVERS

Goodbye and Good Luck to:

Hayley Bignell, Admin Assistant in FM who left on 19th November. We all wish her well in her new job.

Pam Masson who leaves on Friday 28 November (last day in the office Wednesday 26th).



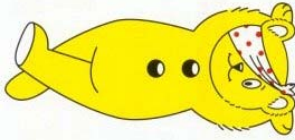
Best wishes to **Jill Green** pictured on her retirement day from Basingstoke office.



Sports & Social



Children in Need



A huge thank you to everyone in the Basingstoke offices who contributed to the Children in Need collection on Friday 21st November. An impressive **£342.42** was raised.



Children in Need 2003

from Tony Buckley [Newcastle]

The Newcastle Office has raised over £50 for this year's Children in Need with a Silly Slippers and Cake Day.

Only 18 staff were present on the day so the total will rise further as those absent are fined on their return for being "absent without slipper leave"

Slippers of the day were worn by Gregg Fullerton, shocking pink and very fluffy!!



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Quantity Surveyor - Swindon

We have an opportunity for an experienced Quantity Surveyor to join our Project Support Group in Swindon. The successful candidate will provide a specialist contribution to project teams within Scott Wilson Railways through support activities such as commercial and contracts management, quantity surveying, planning, risk management and project management.

The post holder will have a sound understanding of commercial contracts, liability issues and insurance considerations. You will also have the ability to undertake technical quantity surveying and estimating functions on specific rail projects.

Successful candidates will have a minimum of 10 years commercial management/estimating experience, including rail or civils knowledge. An HND or BSC in Quantity Surveying or a construction related subject with QS options is required. Membership of Royal Institution of Chartered Surveyors is preferred.

Typical responsibilities will include:

- Preparing cost estimates and cost plans for rail and civil engineering works
- Contributing to the development of project cost estimate capabilities in the Company
- Implementation of cost/change control procedures on designated projects
- Preparing tender documents and sub-contract agreements
- Reviewing proposed commercial terms and conditions of contract
- Negotiating terms and conditions contract with clients
- Assisting in the preparation of bid proposals

If you are interested in this vacancy, please contact Amanda Haines on 01793 515863, or by email:

amanda.haines@scottwilson.com



For Sale & Wanted



For Sale: VW Golf '52 plate in metallic ink blue, 1.4 E 5 door hatch. ABS, ESP, central locking, anti theft system, power steering, radio cassette, 4 airbags. FVWSH. Only 16300 miles. 2 years manufacturers warranty. Bargain at £7595.



Contact: Manesha.Mendis@scottwilson.com
Chesterfield Structures



For Sale: Russian Shawls. Genuine goat's wool - hand woven. Large - £15, Small - £10
To view contact Malcolm Milligan, Basingstoke ext 502.

To Rent: 2 bedroom, partly furnished house in the Hatch Warren area of Basingstoke. Suit professional couple, preferably non-smokers. Call June on (01256) 842023 after 5pm for further details.

Home needed: for 9 month old, male Springer Spaniel. Contact Paul Varley, Ashford office.

Wanted: Very light blue jeans. Any size, boy's and men's. Needed as costumes for Basingstoke Gang Show. If you're having a clear out, don't throw them out! Contact Carole, Reception, Scott House.



What's On Your Mind



Supporting Corporate Events

from Helen Dytkiewicz [Chesterfield]

In response to Eddie Hawes's comment in Issue 420 of Scott Light about Uttoxeter Races:

Although Scott Wilson takes customers to several events during the year, we do not usually buy sponsorship packages so these are not "Scott Wilson events". Uttoxeter was our first such event – where Scott Wilson's name and services were promoted. Eddie is quite right, we had not thought to inform our colleagues before the event. Now that he has raised the point, however, we will use ScottLight to give advance notice of events where Scott Wilson has a noticeable presence so that colleagues can attend if they wish.

Our next sponsored event is the Christmas Carol Concert at Sheffield City Hall on Saturday 6 December 2003, starting at 1930. Staff may book tickets via the

Philharmonics Box Office on 0114 2233 777. You can take advantage of the City Hall's "Kids For a Quid" scheme for all events in the concert season. Children between the ages of 8 and 16 inclusive can attend for £1 each when accompanied by a full-paying adult. (A maximum of six children can attend for this £1 fee with each full-paying adult.)

We also hope to sponsor a race at Uttoxeter again next year and will announce the details in ScottLight once these are confirmed.



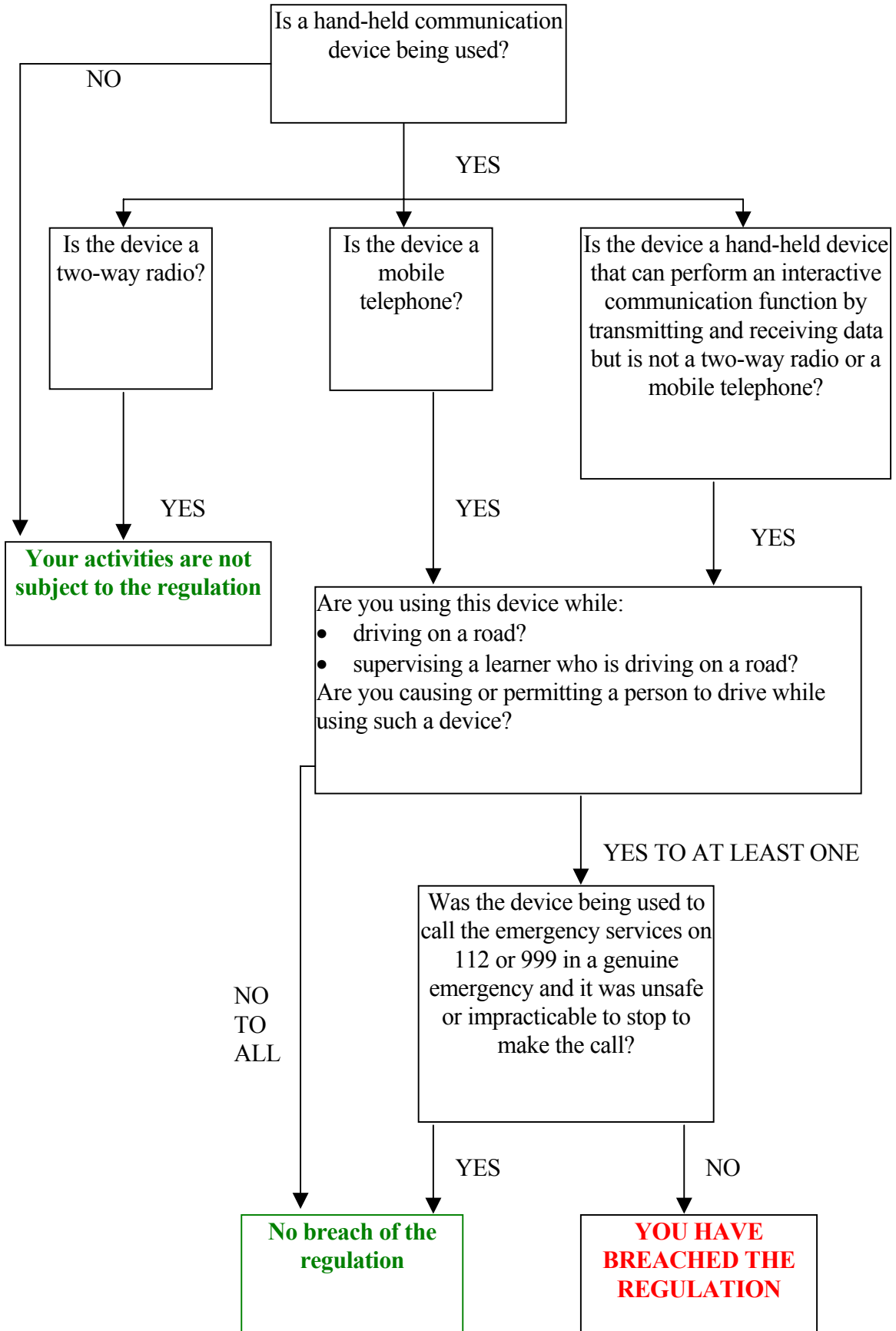
Items for inclusion must be received by
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e-mail to **Scott Light**

Alternatively send to the Editor in Scott House
Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted
in .jpg format or similar**

**Please note that details for Travellers section
need to be received at least a week
before the planned travel.**

Safer Use Of Your Mobile Phone
from Dave Sutton [Swindon]



NOTE: Effective 1 December 2003 it will be an offence to use a hand-held mobile phone or similar device while driving or in certain other circumstances. This chart provides guidance as to what is and is not prohibited. This is only a simplified guide and, should you have any doubts as to whether an activity is lawful, you should seek your own legal advice.

Attention All Staff



Landslide Victory for Scott Wilson from John Nutt [Basingstoke]

Many congratulations to Gareth Hearn and the team on winning the much-coveted BCCB (British Consultants and Construction Bureau) Award of Large Consultancy of the Year (Category B: Organisational Project) for work carried out on the Landslide Risk Assessment Project, sponsored by DFID. Sponsors of these British International Expertise Awards include The Times newspaper and an article which appeared last Friday is attached to this issue of Scott Light. The project is also featured on the centre page of the just-published BCCB's Annual Review for 2003, which will be distributed to British Embassies around the world and many other public/private sector organisations over the course of the next year.

I will now 'pass the pen' over to Gareth to expand:-

The award was presented by the Duke of Gloucester in a large and extremely imposing reception hall in the Old Liberal Club at No 1 Whitehall Place, London.



HRH Duke of Gloucester presents the award to Gareth Hearn

The presentation, followed by a comprehensive lunch in the presence of HRH, seemed a long way from the rather basic decor of the average Himalayan tea shop lodging, and the leeches, mosquitoes, heavy rain, stomach upsets, stomach eruptions, saturated boots and foot rot that the project team had become more accustomed to in going about their field activities that eventually culminated in the receipt of this Award.....

Regular readers of Scott Light with a good memory will recall that the project commenced in September 2000 as part of the DFID funded Knowledge and Research (KaR) Programme. The principal aim of the project was to develop rapid and easy to apply techniques of landslide assessment that could be adopted by planning authorities and road departments in developing countries when embarking on the planning of rural infrastructure, especially roads, in areas subject to landslide hazard. Over 900 people have been killed by landslides in Nepal during the last 10 years, and consequently tools devised to assess these hazards as part of a risk management strategy are potentially of great benefit to planners engaged in development and disaster preparedness. The project relied on the latest developments in satellite image technology and the interpretation of multi-sourced desk study and field data using GIS. Techniques have been developed by project personnel in the management and analysis of GIS data for geological, engineering and planning applications. Field verification of desk study interpretations, combined with social and engineering surveys of road corridors, required extensive field work, frequently in the monsoon season, and frequently in areas where armed rebel activity posed a potential threat. In one remote locality the government offices used by the team for a training workshop were set on fire a week later.

The project became one of the flagship projects of the Department of Local Infrastructure Development and Agricultural Roads (DoLIDAR) in Nepal and the Department of Roads (DoR) in Bhutan. Several seconded staff and over 300 engineers and geo-technicians were trained on the project, in subjects as wide-ranging as field identification of landslides, remote sensing and GIS. Outputs from the project have included imagery and mapping, GIS procedural guidelines, Best

Practice Guidelines on rural road corridor planning and management, public information leaflets and videos. The outputs from the project have been extremely well-received in both Nepal and Bhutan, and both countries are committed to applying them. DFID invited Scott Wilson to present their findings at a specially-convened workshop in the Peruvian Andes earlier this year, and this proved extremely successful.

Scott Wilson permanent staff engaged on the project comprised myself, Andrew Hart, Chris Massey, Ivan Hodgson, Will Crick (no longer with SW), Phil Ward, and Shuva Sharma and Prakash Jha in the Kathmandu office. Andrew Hart provided the mainstay of the Nepal and Bhutan operations, both in terms of fieldwork and GIS analysis. Dr David Petley of the University of Durham assisted in a peer review capacity.

In August of this year George Rutt of ID Marketing Department submitted a project synopsis for the BCCB Consultancy Firm of the Year Award. As a result of his efforts we were shortlisted to one of six, and in October I presented the project to a panel of judges, one of whom was HRH the Duke of Gloucester. Collecting the award last Thursday on behalf of the entire expatriate team, the dedicated project staff in Kathmandu, and all of the private and public sector personnel who have contributed

so effectively in Nepal and Bhutan, was a moment to remember and to be proud of. The award comprises an engraved glass bowl and a framed certificate, both of which can be found in the Reception area of Scott House.



Left to Right: Dave Petley, University of Durham, Bhim Upadhyaya, DoLIDAR Nepal, Gareth Hearn, Andrew Hart

Changes to the Scott Wilson Pavement Engineering Ltd Board

from Robert Armitage [Nottingham]

At the last SWPE Ltd Board Meeting the following changes were agreed:

Bob McKittrick and William Kemp retired from the Board

John Nutt stood down as Chairman, but will remain on the Board until early 2004.

Prof Stephen Brown became the new Chairman and Robert Armitage the Chief Executive Officer.

The Constitution of the Board is therefore:

Prof Stephen Brown, Chairman
 Robert Armitage, CEO
 Francis Chan
 Robin Hawley
 Chris Jennison
 John Nutt
 Martin Wynne-Jones (representing the University of Nottingham)

with Geoff Redwood, Company Secretary

It was also agreed that the SWPE Sdn Bhd Board should become:

Robert Armitage
 Francis Chan
 Muhammad Shahid
 Ronnie Thomson

Subject to the necessary procedures for registration of Directors.



Future Management of SQE / SWIMS:

from Hugh Blackwood, Director SQE

Historically, Health & Safety and Quality and more recently Environmental Compliance responsibilities have been managed at Main Board level as a series of distinct portfolios. The Board responsibilities emanate from statutory legislation in the case of Health & Safety and registration requirements in the case of the others.

The management and communication structure which emerges from the three portfolios are broadly similar with operational responsibilities clearly defined at Divisional level. Advice on high level policy and standards are provided as a core resource but generally the portfolios are managed at operational level; each Division applying the regime appropriate to its own business within the prescribed corporate framework.

In 2001 SWIMS was introduced as our front line internal management system and effectively encompasses the requirements of the SQE portfolios.

The core resource input is currently provided by:

Health & Safety	Dave Sutton	Group H&S Advisor
Quality	Allen Flatman	Quality Director
Environmental	Fraser Patterson	Group EMS Manager
SWIMS	Philip Wells Sue Moore	SWIMS Implementation Team

and supported on an ad-hoc basis by a number of specialist staff e.g. CDM, Radiation Protection etc.

Although the present structure has allowed us to continue to demonstrate reasonable compliance in assessment, it has been poor in introducing best practice, innovation and any genuine progressiveness in our business management systems. Consequently, the Main Board have embarked on a programme of harmonisation and improvement of our business systems supported by an upgraded SWIMS / SW Intranet.

The first move is to recruit a Group Business Process Manager and both internal and external advertising will commence immediately, an external ad will appear in the Daily Telegraph this week and an internal job posting is included in this week's vacancy section. The role will be to lead, develop and communicate the outcomes of an integrated and more effective series of business processes and practices across the Divisions and Functional Groups worldwide. The post will be at Level 4.2 / 4.3, report directly to the Main Board and be funded centrally.

Meantime, we are conducting an external review of the present SWIMS / SW Intranet to better define its purpose and to determine how best to improve its access, structure and appearance. We are also engaging with the internal IT community, Marketing and HR to develop and plan the implementation programme.

Look out for developments and if you have any positive contribution to make to these proposals, please feed them back through your managers or directly to myself.



Graduates Asked "Why Not?"

From Simon de Verteuil, Jon Hall & Peter Toh
[Basingstoke]

Sunday 23rd November marked the start of the first Scott Wilson Graduate Development course, based near Windermere in the Lake District. At 4pm 57 graduates from across the UK took their seats as key figures from the company gave their opening presentation. Little did the poor unsuspecting graduates know the torment they

were to be subjected to in the next 4 days. Like mice to the testing lab, they dragged themselves out of bed, morning after morning, to be put through the rigours of "team-building".

Many graduates commented that it was fantastic to see so many of the Scott Wilson board make the effort to share this experience with them. Among them was our Chairman, Geoff French, whose final words of encouragement in the opening night speech were "Never say why, always say why not". So off we went, these words echoing in our minds, thinking we were prepared for what lay ahead.

How wrong we were. The first night's bar took its toll on all and we arose for our first morning in the chill Northern air. Each task saw teams of 10-12 graduates put through their paces, developing communication between people they had met barely 24hrs earlier. Senior SW staff were on hand to relate these tasks to real world office experiences. This was greatly appreciated and seemed, in a small degree at least, to make the freezing cold water of the Lake seem worthwhile.

As the days progressed, the groups gained in stature, forged friendships and discovered amazing facts about their fellow graduates (don't worry Jo, your secret is safe!) The opportunities for networking were endless as we met colleagues based near and far, ranging from Plymouth and Glasgow to the floor below. Everyone enjoyed a chance to do some abseiling, climbing telegraph poles and leading teams, some more than others....hey Jon.

Wednesday brought with it a new challenge, all 57 graduates working together to build a Sopwith Camel biplane. This showed great character by one and all and incredible leadership to achieve this fantastic result. The staff at Impact commented on our plane being one of the best they had ever seen, a testament to the hard work, ingenuity and dedication of the graduates.

However our final challenge filled our hearts with dread, SCHOOL CHILDREN! More importantly putting on a pantomime from scratch in 21 hrs in front of them. This showed incredible resourcefulness from everyone concerned and as that curtain came up, bang on time, a huge weight was lifted off our shoulders. All apart from the actors however, whose work had just begun. They performed admirably in making it a day to remember by all. Bob McKittrick kindly returned to witness this amazing feat and present our leading lady (Beccie) with a bouquet of flowers.

Special congratulations to those who won awards, namely our very own Peter 'Pan' Toh for his flying exploits, Robert Aboagye for his role as Prince Charming and Gideon Cumming for his toga modelling!!

Everyone we have spoken to enjoyed the week immensely and leaned a great deal. We feel the week was beneficial and helped us gain valuable skills that we

will try and transfer back to the workplace. On a personal note we would like to thank everyone, both graduate and management alike, for ensuring the week went smoothly and will remain in our memories for a long time. And yes... the pantomime was filmed, watch this space!!



from Keith Thomasson [Ashford]

I attended the 10th International Conference and Exhibition (Hydro 2003) held between 3rd and 6th November in Cavtat (Dubrovnik), Croatia.

The aims of Hydro 2003 were to encourage development partnerships, based on new approaches to project financing, environmental and social management, and new design and construction techniques. The event brought together planners, developers (national and regional utilities and others in the private sector), consultants, financiers, environmental and social scientists, researchers and equipment manufactures.

Delegates from 60 countries participated in discussions that involved reviewing hydro potential and development plans, and exchanging experience on practical aspects of planning and implementing projects.

Scott Wilson Piesold was represented on an exhibition stand organised jointly by the Department of Trade and Industry (DTI), UK Trade and Investment and the British Hydropower Association (BHA).



UK Trade and Investment has lead responsibility within government for trade and investment promotion, bringing together the work of the Foreign and Commonwealth Office (FCO) and the DTI, whilst the BHA is a trade

association representing the interests of organisations involved in the British Hydro industry.

UK companies represented on the exhibition stand alongside Scott Wilson Piesold (SWP) were as follows:

Company	Services
Adwel International	Manufacturer of specialised 'condition monitoring' test equipment.
Allen Gears	Manufacturer of epicyclic, parallel shaft and combination gearing and gearboxes.
GD Belliss & Morcom	Design, research, development and manufacturer of reciprocating compressors.
Gilbert Gilkes & Gordon	Contracting, manufacture, servicing and maintenance of medium and high head water turbines.
Glenfield Valves	Design, research, development and manufacturer of flow control solutions.
Hydroplan	Design and implementation of hydroelectric power schemes in the UK and overseas.
Mott Macdonald	International consultancy.
Orkot Composites	Manufacturer and supplier of bearing materials for the hydro industry.
Tenmat Ltd	Manufacturer and supplier of specialised high performance, non metallic engineering materials and components.

The exhibition stand provided opportunities to promote British industry and, for the companies involved, to identify potential partners and to establish strong working relationships with overseas companies.

Many papers were presented during the conference under the following general subject headings:

- Hydro as a key to sustainable economic and social development,
- Hydraulic machinery.
- Best practice; Social aspects; Stakeholder partnerships.
- Operation and maintenance.
- New approaches to project financing; Public/private partnerships; Risk management.
- The importance and role of hydro development in south eastern Europe.
- Electrical/electronic equipment.
- Environment.
- Civil works.
- Planning, design and economics.
- Sedimentation management.
- The image of hydropower: public awareness and communications.
- Uprating and refurbishment.

Proceedings of the conference are available in CD and printed formats of which SWP has one copy in CD format.



**Networking Opportunity
Sustainable Construction in Practice
(SCiP) Roadshow
November 2003 – February 2004**

Scott Wilson Pavement Engineering (SWPE) is taking part in a series of 1-day Roadshows, at 10 countrywide venues, and comprising presentations and feedback/discussion sessions. Focusing on the use of recycled and secondary aggregates in place of primary aggregates the aim of the Roadshow is to deliver detailed practical information on how these materials can be used most effectively to further the principles of sustainability.

Beginning in November 2003 and finishing in early February 2004 the Roadshow will be visiting 10 locations around the UK. Two sessions have already taken place and were well attended by LA's, contractors, consultants, utilities, material producers and clients.

This is a great networking opportunity! For more details please contact: Louise Spry on 0115 9229098 or email: louise.spry@scottwilson.com



**Home for Raising and Education of Children
Without Parental Care
"ZDRAVETZ" – Town of Ugarchin,
Region of Lovech, Bulgaria
from Emma Parsons [Basingstoke]**

Richard Cooper and his team in Bulgaria kindly spent some of their free time to enable the Millennium Project to spend some money to assist the Zdravetz Orphanage in improving the lives of children who live there. The orphanage was consulted about the most effective way to spend much needed funds, and they suggested purchasing shoes for the children in preparation for the winter months.

It took about two hours to drive the 250km from Sofia to the Orphanage, and onto Gabravo where the shoe factory was situated.



Richard spent four hours in two shoe factories to select 95 pairs of different sized shoes to fit everyone. By the

time they got back to the orphanage it was dark but Richard and the team managed to spend around an hour with the children. The shoes will be stored at the orphanage until nearer Christmas – when a celebration will be held and the shoes distributed.

As with previous Millennium Project donations, other people were prompted to make similar pledges. Richard Cooper's younger son works with children in Edinburgh and, as an added extra, the children in his care here in the UK made a collection of gifts for the Orphanage. These gifts were distributed to the children – which created 'organised chaos' but lots of fun nevertheless!

Many thanks to Richard and his team for making this donation possible. Without people like you we would not be able to make a difference to children's lives around the world.

Much needed money has again been put to a good cause and donations are always welcome. Please keep the money coming so that we can ensure we continue to help similar causes to the one we have just supported in Bulgaria.

The latest fundraising initiative is to buy raffle tickets with a chance to win a 'strange thing from around the world'. The tickets cost just 50p and you could even win a bottle of Vodka – a bargain! The draw will take place on Monday 15th December at 4.00. Buy plenty of tickets to ensure that you win something!

If you would like to make general donation (i.e. in place of sending Christmas cards to colleagues) then please send your money to Ann Harvey, Basingstoke Office. All moneys gratefully received.



**Thank you for supporting the Millennium Project
Making kids smile across the miles**





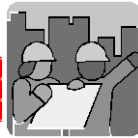
TRAVELLERS

Location	Traveller	Dates
Turkey	Oz Balaban	until 6 Dec
Russia	Alan McNaughton & Tanya Petrova	until 6 Dec
China	Nicky Hodges	8 - 19 Dec

Location	Traveller	Dates
Belize	Mike McWilliams	until 11 Dec
Iran	Andrew Thick & Samantha Abram	until 12 Dec
Bulgaria	Dave Buxton	until 17 Dec
Iran	Alan McNaughton	11 - 19 Dec
Spain	Stewart Cale	14 - 18 Dec



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Design Of Pilot Projects For Poverty Reduction And Responding To Environmental Challenges In Rural China

from Nicky Hodges [London]

The London social development team is involved in the Yunnan Environment Development Programme, a major project in rural China to improve institutional and policy mechanisms for addressing priority environment-poverty linkages.

Nicky Hodges, social development consultant, recently visited China to assist in the design phase for one of three pilot village-level projects, intended to demonstrate how Village Development Planning can be strengthened through greater community participation and more integrated government working. She and Mark Willett, based in Kunming China, worked alongside local consultants and government officials from the Yunnan Poverty Alleviation Office.

Nicky provided guidance on use of the Sustainable Livelihoods framework to gain in-depth understanding of the links between environment and the lives of poor households and communities. She also provided advice on the use of participatory tools to support a community-led process. The process culminated in design of a series of interventions, developed and agreed with community representatives and government agencies. Implementation of the pilots is planned to begin after Chinese New Year in late January 2004. Lessons learned from the pilot projects will feed into an integrated strategy to influence government policy in Yunnan province in China.



Mark Willett and Nicky Hodges with colleagues from Yunnan Poverty Alleviation Office



Scott Wilson Water Southern Water K3 Project from Paul Francis [Mansfield]

Scott Wilson Water is presently involved in the detailed design of a number of schemes for Southern Water's K3 Project (Asset Management Plan 3 – AMP3).

Working in conjunction with Morrison Brown & Root, the work predominantly entails E&M input from the SW Water E&M Team.

The scheme is being Project Managed by Paul Francis. Lead Electrical Engineer is Shawn Ward whilst Mechanical and additional technical support is provided by Anna Farrell. Other works include a number of Combined Sewer Outfall schemes carried out by Erik Faithfull.

The works comprise a number of Waste Water Treatment Works (WwTW) around the Tonbridge area. SWW's role entails on site investigations, determination of design solutions and implementation of these. Additionally SWW are involved in tender assessments, procurement phase, construction support, factory testing and commissioning of the works.

Southern Water's delivery teams have been impressed with the ability and input of SWW – particularly Lead Electrical Engineer Shawn Ward – who has demonstrated the high standard of professionalism and capability required by such clients. A number of schemes

have been awarded directly to SWW following our exceptional performance on earlier projects.

As the AMP4 period draws nigh our higher profile and recognised abilities in such areas becomes ever more important.

(Fee Scale E)

For further information please contact Paul Francis 01623 600660, e-mail: paul.francis@scottwilson.com



Moves



STARTERS

A warm welcome to:-

Richard Arnold, Senior Ecologist, who joined the Ecology team, Basingstoke, on 1st December 2003



Sports & Social



MS
Multiple Sclerosis Society

XMAS STARS

Christmas Stars are available for £1 from Reception in Scott House in support of the MS Society

DECORATE YOUR TREE WITH HOPE.

Your £1 donation could help turn this into a cure for Multiple Sclerosis.



Scott Wilson Nomads Basketball Team from Andrew Thick [Ashford]

The Ashford office has entered a basketball team into the East Kent Basketball League and now 6 weeks into our season we still have not won a game. This has not been without effort and enthusiasm. Our results dipped in games 2 and 3 when we lost by 98-33 and 133-21, respectively, but we have made some improvements in the most recent game when we were level with our opponents at half time (26-26), but faded away with fatigue. Our results to date have been:

Home		Away	Score
Pfizer Lions	v	SW Nomads	77-44
SW Nomads	v	Saints A	Postponed
SW Nomads	v	UKC Men	36-98
Whitstable	v	SW Nomads	133-21
Ashford	v	SW Nomads	70-48
SW Nomads	v	Romney Rockets	45-55
SW Nomads	v	Dover	38-69

Our team average is 34.5 - years of age, not points. Our average height is 5'10" to 5'11", which is also a contributory factor to our losses. Our average kit is a size too small - another team in the league, Pfizer Lions (Ladies!), have donated one of their spare kits to get Scott Wilson Nomads started. Our top scorer is Peri

Boitsidis with a average of 14 points per game, but our stars have to be Samantha Abram and Louise Morgan, whom have taken on the role of Table Officials without any prior training – Scott Wilson training courses do not cover scoring basketball games.

Herewith is a photo of the team – not all team members were present. The team is (commencing from the back row): Gordon Williams, Adrian Milton, Paulo Di Pasquale, Alastair Waller, Mike Holiday, Peter Illes, Peri Boitsidis, Andy Thick, Romain Girard, Samantha Abram and (not in picture) Miguel Diaz, Paul Bitcheno, Mark Raynor and Stuart Bonnage.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Group Business Process Manager – Level 4.2 / 4.3

We are currently looking to recruit to a new position of Group Business Process Manager reporting directly to the main Board Director responsible for Safety, Quality and Environment policy. This is a group wide role, however the base location is flexible with considerable travel across the group.

Health and Safety, Quality and Environmental (SQE) and policy compliance issues have previously been managed at Board level as a series of distinct portfolios. It is planned to rationalise, harmonise and integrate the three portfolios into the intranet based Scott Wilson Internal Management System. (SWIMS).

The new role will be to lead, innovate, develop and communicate the outcomes of an integrated and highly effective series of business processes and practices

across the Divisions and functions throughout Scott Wilson worldwide. The role will require the person to work alongside key business and functional leaders to question, champion and drive effective and best fit approaches to key business processes.

The post holder will be educated to degree level, membership of IQA, IOSH beneficial, with a working knowledge of ISO 9000 and 14000, with experience of working at an advanced level of understanding of business process management and improvement, in an engineering environment. The person will be a strategic, innovative and independent thinker with strong leadership and organisational ability.

For more information on this position, please contact Lynda Skipper on 01256 461161 Ext 212. or email lynda.skipper@scottwilson.com

For Sale & Wanted



For Sale: Mini Cooper 1.6 4-CYL 16V (Blue Metallic, White Roof and Cap Mirror), Panther cloth/leather, Automatic, Heated water jet/mirrors, Visibility Pack, Silver Interior, AirCon Manual, CD + Radio/ Cassette BOOST, Cooper Chili Pack. New, purchased on Valentine Day this year!!! Good condition, 8000 miles. Ready to go on 18 Dec for £13,000 !!!
Contact: Cynthia Fung in Abingdon, 01235 849 710



For Sale: 2 colour and 1 b&w ink cartridge for Epson 400, 600, 800, 850 & 1520 series. £10 secures all. Contact Chris Ford, Basingstoke office.



What's On Your Mind



Outsourcing - the Hype

From Colin Parks [London]

We have recently had a number of articles concerning outsourcing to our overseas colleagues in Africa.

The articles have been carefully put together and paint a tempting picture of cost saving in the CAD draughting and design areas of our work.

Tempted, you may be, but be sure you know exactly what you want from any work you are considering outsourcing and, very importantly, that the service providers also know and understand exactly what you want and can provide enough experienced and skilled staff to complete the work to the standards and the program of works you require.

Ensure that any work prepared is also thoroughly checked to the Scott Wilson standards in the outsource office.

Allow for problems in communications and time differences between yourself and the outsourced team.



Christmas/New Year Issue

Christmas is on its way again! Seasonal items will be welcome for the Christmas/New Year ScottLight which will be issued w/e 19th December. The first ScottLight of the New Year will be issued w/e 9th January.



Items for inclusion must be received by

5 pm on Mondays

e-mail to **Scott Light**

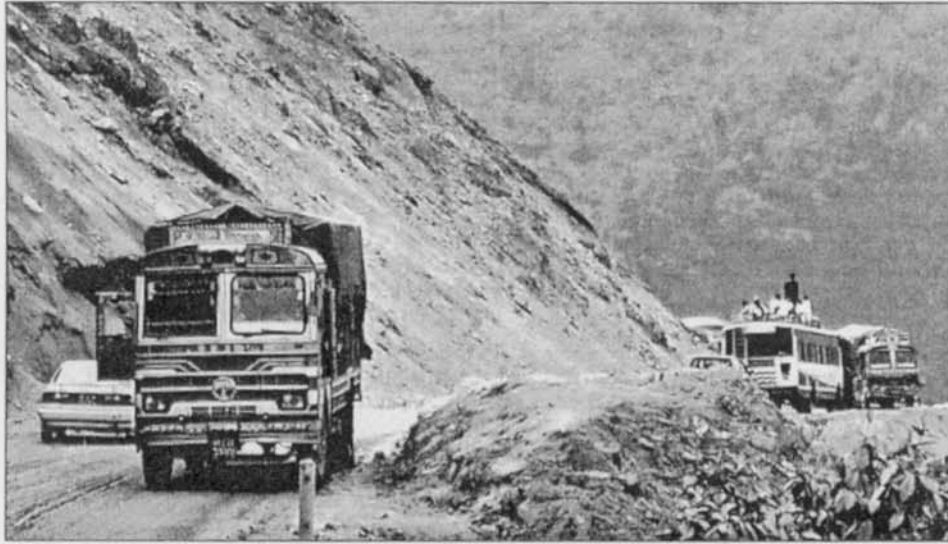
Alternatively send to the Editor in Scott House, Basingstoke:

angela.lowle@scottwilson.com

(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***



Trucks caught up in a mountain landslide in Nepal: 346 deaths were reported last year

Bid to cut tragic toll

Last year's International Year of the Mountain was also the most tragic in Nepal for landslide disasters, Tony Dawe writes. A total of 346 deaths were reported by newspapers, but the actual figure was probably much higher.

More than 900 people have died in Nepal because of landslides in the past 10 years and neighbouring countries, including Bhutan and the most northerly areas of India and Pakistan, have also suffered catastrophes. The landslides can cut off communities for weeks at a time.

Planning for landslides is therefore critical in safeguarding rural development, lives and livelihoods in the most hilly and mountainous regions of the world. As a result, the UK Department for International Development decided to fund a landslide risk assessment project in Nepal and Bhutan to provide sound advice for planning future roads and infrastructure.

In September 2000, it appointed Scott Wilson, international consultants with headquarters in Basingstoke, to carry out a three-year research programme in association with Durham University.

Scott Wilson's success in identifying risks over large areas, using geological and topographical data, has won it the award for Large Consultancy Firm of the Year for intangible projects. Gareth Hearn, a

Research team helps to assess landslide risk

Scott Wilson associate, explains the challenges which the firm faced: "There are usually no records of landslide locations; geological mapping is often incomplete, too generalised or on too small a scale and there is little information to evaluate the risk to communities from landslides."

The firm developed a seven-point action plan to address the challenges. It included:

- Worldwide reviews of remote sensing and landslide hazard mapping techniques.
- Analysis of satellite imagery to evaluate its ability to provide useful landslide and terrain data for rural planners.
- Interpretation of aerial photographs to map landslides and to assess landslide frequency through sequential photography.
- Field mapping and inventory of landslides to develop a database for risk mapping.
- Survey of land use in landslide areas to assist with risk management.

□ The development of techniques for landslide susceptibility, hazard and risk mapping for rural access planning.

□ The production of best practice guidelines based on these studies.

The investigations have been carried out in six study areas in Nepal and Bhutan. A systematic programme of remote sensing, field mapping, land use and social survey, susceptibility mapping, hazard and risk assessment has been implemented in all six areas.

The results have been combined to yield outputs relevant to both countries, providing the basis for application outside the study area.

As part of the project, Scott Wilson provided training for planners, engineers, geologists and government officials working in the public and private sectors of both countries. Information and results from the study were disseminated to government staff through workshops and seminars.

The maps developed by the project are easily understood by government staff and local community representatives and can be used in rural planning, engineering and disaster planning.

Attention All Staff



Scott Wilson Business Consultancy Establishes Economics Team

"If all the economists in the world were laid
end to end, they wouldn't reach any conclusion."
George Bernard Shaw

"An economist is an expert who will know tomorrow why
the things he predicted yesterday didn't happen today."
Laurence J. Peter

"Economics is extremely useful as a form of
employment for economists."
John Kenneth Galbraith

Despite these not so flattering references, Scott Wilson Business Consultancy has decided to go ahead and set up a specialist Economics Team, to provide a specialist economics capability not just for our own projects, but for the Group as a whole. Further, the New Division Board has set Business Consultancy the specific task of growing and developing an economics capability within the business.

As Scott Wilson moves towards becoming a multi-disciplinary consultancy, more and more projects require some form of economic input, which may include forecasting, assessing the wider economic benefits of a scheme, or doing a cost benefit analysis. An in-house economics capability is thus becoming more and more crucial to our business success. The economics team will act not only as a specialised 'task response team' tackling specific aspects of a project, but will lead and undertake projects on its own.

What the Economics Team will do

At present the team intends to specialise in the following 5 core areas:

- Transport
- Business Economics
- Economic Development
- Environment
- Development Economics

These areas are only a reflection of our current capabilities and will expand and change as our team and expertise grows.

The Economics Team will undertake numerous tasks, some of them core economics tasks and others requiring inputs from experts from other disciplines.

- *Appraisal and Cost-Benefit Analysis:* This will include assessing the capital costs, operating costs, revenue streams and non-financial benefits of projects, to determine whether or not the project is financially and economically viable. We would also explore the various funding options available to the promoters.
- *Business Economics:* Use of economic models to analyse market behaviour and help businesses develop competitive strategies. Work includes market and industry analysis, financial modelling and investment strategy. We will combine economics expertise and industry knowledge to solve complex problems.
- *Development and Regeneration:* Advice is provided to both public and private sector clients on the economic regeneration impacts of projects. These include employment generation, income generation, and development of local economies.
- *Policy Research:* We can advise public bodies on appropriate economic policies that need to be developed for specific regions/industries. This advice will combine our expertise in all economic disciplines.

Meet the Economics Team

Mark Smith (Director)

Mark is a Director in Scott Wilson's Business Consultancy and is a versatile management consultant with a broad range of economic development, change management and business development experience. He has more than 15 years experience within Urban Regeneration and has advised clients on major regeneration programmes and transportation schemes in the UK and overseas. He is also involved in the

Firm's core group of Directors leading Scott Wilson's involvement in the PFI/PPP sector.

Julian Aubert (Principal Economist)

Julian has a wide range of project experience in diverse economic disciplines. He is principally a business economist and much of his work has been involved with assessing economic impact and sector dynamics in a range of different industries. He has significant experience in developing countries advising government on industry competitiveness analysis and restructuring schemes as well as business strategy reviews. He also has transport economics project experience in the UK and overseas working typically at the interface between transportation planning and business case development.

Vidhi Mohan (Transport Economist)

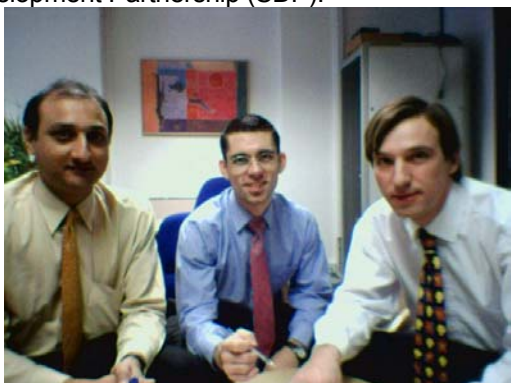
Vidhi is an experienced economist with wide experience in the rail sector in the UK. His main expertise is in developing business cases for transport projects. This includes economic analysis, econometric studies, demand and revenue forecasting, estimating economic benefits, operating cost modelling, capital cost modelling, and cost-benefit analysis.

Yash Senturk (Development Economist)

Yash has a strong background in economic analysis, policy evaluation and impact studies, statistical and econometric modelling, regional development and regeneration issues. He has worked as an economist for European and regeneration projects, undertaking Regulatory Impact Assessments, Planning Gain and Enabling Development analyses as well as estimating transport generation and associated costs as a result of large developments as well as the environmental impacts.

Joan Toovey (Economic Development Specialist)

Joan has over 20 years of experience in the regeneration field having worked in the voluntary sector in multi racial communities in Manchester and in local government as Head of Regeneration for the London Borough of Newham. She has recently been the Deputy Chief Executive of the leading not for profit regeneration agency in London - Stratford Development Partnership (SDP).



From the Economics Team (left to right): Vidhi, Yash and Julian

Please get in touch!

The Economics Team would be very happy to hear from any of you who have an interest in the subject, has worked in the area, or would like to work in economic projects in the future as well as any projects which may benefit from our input. Please contact Julian on 020 7808 4100.



AMScott sets up six think-tanks

From Brendan McGrath [AMScott]

Employees at Scott Wilson's highways maintenance joint venture AMScott are looking at innovative ways to improve the experiences of travel through the East Midlands.

Six groups have been set up with the Highways Agency to look at different themes. These reflect parts of the Government's 10 Year Plan for Transport.

They are: Smarter Roads – Better Information; Business Improvement; Environmental Balance; Better Maintenance; Easing Congestion and Safer Travel. The groups are backed up with a five-figure innovation fund AMScott pledged when it put forward its bid for the Area 7 commission.

The Better Information group is looking at a number of measures, including ways to alert drivers about accidents and unplanned road closures on trunk roads. One idea is to use mobile Variable Message Signs, towed to locations ahead of accidents.

Jeremy Dixon, AMScott's senior route manager, said: "The innovations groups have unleashed a wave of creativity within AMScott.

"We are now trying to see whether the first suggestions are feasible, and whether they will be acceptable to the Highways Agency."

"But we will always be looking for new ideas, and for ways to improve on existing ideas. We are anxious to draw upon the creativity and experience of those in our parent companies, supply chain and elsewhere. All suggestions will be received gratefully."

Any suggestions can be sent to Brendan McGrath, Communications Manager at Brendan.mcgrath@amscott7.com; telephone 01623 676562.

* AMScott is a joint venture between Scott Wilson and McAlpine Government Services.



The New SWPE Ltd Board

Following last week's announcement in ScottLight of the changes to the Scott Wilson Pavement Engineering Board here is a photograph of the Board members.



From left to right :John Nutt, Martin Wynne-Jones (Representing the University of Nottingham), Stephen Brown (Chairman), Robert Armitage (Chief Executive Officer), Robin Hawley, Francis Chan, Geoff Redwood (Company Secretary) and Chris Jennison



Outing to Birmingham

From Sophie Shillinglaw (HR, Basingstoke)

Friday 28th and Saturday 29th November saw myself, other HR colleagues, graduates and technical managers attending and manning a recruitment stand at The National Engineering Recruitment Exhibition at The NEC in Birmingham.

The hope was to meet potential new hires and to fill some of our current and future recruitment requirements. Time

The exhibition was attended by graduates and experienced engineers from the majority of engineering disciplines, including civil, structural, rail, aerospace, construction, mechanical, IT, automotive, manufacturing and process engineering.

The event offered an opportunity to further market Scott Wilson and inform other engineers about the types of work and projects that SW employees get involved in.

will tell us to quite how successful the event was from this perspective.

Before



After



I certainly found the event interesting as well as painful (due to suffering with sore feet by the end of the two

days!) and enjoyed meeting other members of SW as well as members of the general public. Thanks to all those who helped with supporting and attending this event.



Get out of jail free

From André Evans [Plymouth]

You may recall a story in these columns around 18 months ago when a prequalification document was rejected by the Prison Service following late delivery . After intervention by our local MP, the document was accepted.

Since then we have submitted numerous additional documents, attended bidders conferences and no less than six interviews.

At the end of this process, we have been awarded a total of 19 framework commissions as follows:

- Civil/structural design (all six regions of England and Wales)
- Project Management (four regions)
- Planning Supervisor (three regions)
- Environment (two regions)
- Transportation Planning (four regions).

We are one of 22 consultants on the panel and hold more frameworks than any other.

On average 10 projects per month will be awarded to consultants of value between £150k and £40m. The frameworks will last for 10 years.

A number of offices will be involved with this work, which will be co-ordinated by myself in Plymouth and David Staniforth in Basingstoke.

Clearly, steady work like this over a long period is good news, but the frameworks carry a health warning. A system of yellow and red cards will operate, based on KPI's and any firm not performing well will be sent off. All offices involved must treat Her Majesty Prison Service as

if they were their own client and should nurture them as such.

Any queries, please contact David or myself.



**Scott Wilson Internet Facilitation Team
Topics in SWIFT Newsletter:**

In November newsletters, Quality Management theories were discussed.

For December, ISO and ISO standards are the topics.

Do you have any Information Technology topics you want to appear in the SWIFT Newsletter? Do you have an advertisement you want to publish on the Intranet? Do you have any services to offer for Scott Wilson? Would you like us to do some Research for you on the Internet? Do you have any comments about the Intranet?

E-mail us at: pontifact@scottwilson.com



Thank you

from Jill Green [ex Basingstoke]

Just a short note to say a big THANK YOU to all my friends and colleagues at Scott Wilson for the lovely presents, kind words and good wishes for my retirement.



Christmas Cash Collection
From Barbara Sales [Basingstoke]

Note to ALL travellers requiring cash advances over the Christmas period.

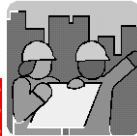
All petty cash advances required between the 22nd December 2003 and 2nd January 2003 need to be ordered by the 18th December 2003.

If the orders are not in they cannot be guaranteed.



TRAVELLERS

Location	Traveller	Dates
Moscow	Natasha Eremeeva	7-17 Dec
Vienna, Belgrade, Tirana and Moscow	Martin Edge	7-18 Dec
Tirana	Tim Hadingham	15-19 Dec



What's Going On?

Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Baldrick Goes Forth on the A6
from Brendan McGrath [AMScott]

BLACKADDER actor Tony Robinson's latest cunning plan involved a visit to a Scott Wilson roads project for a documentary which will be shown on national TV next autumn.

His programme will look at how tough construction was for road workers in Victorian times, and he wanted to film part of it at a contrasting modern roadworks scheme. Government News Network suggested a visit to the A6 Alvaston bypass at Derby would meet the needs of a very tight filming schedule.

Ed Bingham, a Chesterfield-based Scott Wilson graduate engineer working on the bypass scheme said: "He had a site induction, said his speech into the camera, and then they filmed a bit of the bypass works. It was all over in about half an hour."

The programme, which has not been given a title yet, will be shown on Channel Four. The £10.6 million bypass should be finished before Christmas, and will then be handed over to Scott Wilson joint venture AMScott to maintain on behalf of the Highways Agency.



Ed Bingham is pictured (left) with Tony Robinson and Eamon Bowe (right) from contractors Jackson Civil Engineering.



A1033 Hedon Road Improvement Official Opening

from Andy Wilson [Chesterfield]

Monday 17 November 2003 saw the official opening of the £43m, Hedon Road Improvement scheme in Hull by the Deputy Prime Minister, the Right Honourable John Prescott, MP. He was considered appropriate since 75% of the scheme lies within his parliamentary constituency.

Scott Wilson's involvement began when we were invited to tender for this project in May 2000 under a Highways Agency 'Design and Build' form of Contract, we were employed as designers to Alfred McAlpine Civil Engineering Ltd (now rebranded as 'McAlpine'). After a successful tender, the Contract was awarded to McAlpine in February 2001 and work started on site almost

immediately concurrent with a frenetic period of detailed design.

The project itself involved the upgrading of an existing 4 lane single carriageway, 6.5km in length to a dual carriageway containing two-grade separated interchanges, 4 at-grade roundabout junctions, replacement of an aged Victorian railway bridge and a seven span viaduct. Many of these aspects presented both designer and contractor with technical challenges. One of these was very poor ground conditions requiring extensive usage of geotechnical techniques to deal with settlements of up to 800mm beneath the embankments (i.e. band drains, drainage blankets, surcharge pre-loading and extensive instrumentation). The replacement of the existing railway bridge was carried out during a single weekend possession using specialised lifting/transporting equipment to remove the old deck and erect the new one, in one piece, onto abutments already constructed behind the existing brick abutments. Various innovative pavement design solutions were developed with the help of our Pavement Engineering colleagues in Nottingham, these included 'crack and seat' of existing concrete road bases, CRCP overlays and flexible overlay/inlay strengthening. Other key features included complex traffic management, extensive landscaping works and major accommodation works for the port operators (ABP) and other businesses/residents including a new railway level crossing.

All in all, a challenging but technically rewarding project that will give the residents of Hull and the travelling public

using Hull's Ferry Port, a much needed improvement that will also help in the areas regeneration. The end product is one that all those who have been involved with can feel justifiably proud, and hopefully, what has been achieved will be recognised by the ICE when they make their Yorkshire Branch award early next year as this is one of the nominated projects.



left to right: Peter Lucas (Designer's Site Representative), John Prescott, Paul Bracegirdle (Project Manager), William Kemp (Project Director).



Congratulations



Colas Award Competition

Helen Newton [Nottingham]

Congratulations to **Orlando Walters** of SWPE, the winner of the IHT Midland Branch Award for Young Engineers.

Orlando presented an interesting paper on a difficult subject "Pavement Evaluation" in a clear way and answered the questions with confidence to demonstrate his good background knowledge of the subject, the Head of the Judging Panel David Pugh, said.

The second paper was presented by Thanh Tran also of SWPE, on a new tunnelling technique under the Bristol to London railway line. Thanh presented various options and indicated the advantages and disadvantages of each method with respect to his particular project, a process well presented in accordance with engineering principles.

The third presentation was given by Clara Celauro of Nottingham University (she is originally from the University of Palermo) on the visco-elasto-plastic property of bituminous mixtures and how to model the pavement

using finite elements as opposed to a multi-layered elastic system.



Abingdon Landscape Design Office Congratulations on Professional Qualifications

Congratulations to **Haidrun Breith** and **Simon Forster** who have both successfully passed their professional practice exams, entitling them to become Chartered Members of the Landscape Institute in the Landscape Design category.

This is the culmination of many years professional training which has to include a 3 year degree, followed by a 1 to 2 year Diploma or Masters course in Landscape Architecture. A further 2 years minimum experience is required working under a Member of the Landscape Institute during which time a Practical Training Record has to be produced. The successful completion of a written exam is then followed by an Oral exam.

The Landscape Institute is governed by Royal Charter.



Moves



STARTERS

A warm welcome to:-

Business Consultancy expands Programme Management Team

David Perry specialises in Programme and Project Management and has a broad spectrum of industry experience. Prior to joining us, David was Project Manager for a CRM project for Sainsbury's, targeted to deliver competitive advantage and improve front-end customer service. During his time with Andersen Consulting, he was part of a team that delivered the first corporate wide Internet 'client connectivity' portals designed to improve Andersen's knowledge management, content management and relationship development.

Sumreen Salim joined on 1st December as Business Administrator for the Programme and Change Management teams. Sumreen will be assisting the team on the administration and financial aspects associated with a variety of assignments, as well as designing business development activities and marketing initiatives. Her background has been largely steered towards marketing and events and has worked with Hopkins Architects in London and the Risk Waters Group in New York.



Julian Aubert, Principal Economist Scott Wilson Business Consultancy

Julian recently joined Scott Wilson with the view of developing the economics expertise of the Business Consultancy Group.

He started his professional career lecturing economics and marketing at London City College. Over the years, he

took on other courses including lecturing the Maritime Economics course (which he developed) for the Leicester University Maritime MBA programme. During his lecturing years, Julian also carried out consulting work and research for Birkbeck College, Imperial College and South Bank University (Impact of increasing construction expenditure on employment creation, Construction cycles synchronisation across Europe, US and Australia; and tested investment determinants theories).

From lecturing, he moved on to develop a career in consulting and joined WS Atkins where he had the opportunity to work across Central and Eastern Europe, as well as South East Asia. Studies included Industry Restructuring (Malaysia), Industry Competitiveness Analysis (Thailand) as well as due diligence, business strategy reviews and feasibility studies in various countries.

Fascinated by South East Asia, he took on an opportunity to work in Malaysia (a Malay company) as an economist where he carried out the financial restructuring of a major corporation (employing approximately 20,000 people) and a number of industry sector studies.

He would be very happy to meet anybody with an interest in economics, or in need of economic analysis. He also looks forward to visiting other parts of the Scott Wilson group.



A warm welcome to: **Louise Stock**, who recently joined the Geotechnics Team in Basingstoke. Louise has experience working for a remediation contractor and consultant and will be involved in contaminated land work.



Sports & Social



Central Division Christmas Party, 29th November 2003

[Central Division, Marketing]

This year Central Division's Christmas Party was held at Aston Hall, Aston near Sheffield and attended by Chesterfield, Mansfield Water and Derby offices.

The evening commenced with a welcome drink in the bar before the meal and as the crowd gathered, the atmosphere lifted as colleagues introduced themselves and their respective partners/guests to each other and discovered who was sitting on which table.



As we were seated for the meal, the DJ introduced our Chairman, Ron Wall to give a short speech and say Grace in the absence of our Bob McKittrick. This done, the feeding commenced along with the usual 'cross table balloon bashing', initiated by Chesterfield's Director of Administration, Martin Burton and the organisers of this event, Jill Green and Helen Weighill, accompanied by the rest of their table.

Crackers were pulled, jokes were told and despite an array of party hats being supplied by the venue, disappointingly very few were prepared to succumb to this party ritual!

2 Table Magicians tended the guests between courses, until coffee was served and the lights were dimmed for the Aston Hall resident DJ to play some 'phat' tunes whilst Central Division cut some funky moves on the dance floor. Dot Milnes of Scott Wilson Water was first up to show us how it's done!



As mingling, dancing and general merriment gathered momentum the evening was proving to be a great success. Until at 12:30am the barman signalled last orders with a short sharp bell ring – then taxi's were called and the crowd dispersed.



Congratulations and thanks go to party organisers Jill Green and Helen Weighill for organising such an enjoyable evening and a good start to the Christmas Season - a thought echoed by everyone in attendance.



Last Friday Club, 28th November 2003
(Central Division, Marketing)

Friday 28th November saw the Scott Wilson sponsored, PCS 'Last Friday Club' take place at The Fountain in Sheffield. For any of you that are unaware, the Last Friday Club is an event which take place (inevitably) on the last Friday of every month, organised by event facilitators PCS (based in Sheffield).

Primarily for members in South Yorkshire, Last Friday Club is a forum for networking, making new contacts and as our Last Friday Club proved, enjoyed by all.



Scott Wilson sponsored this event the same time last year when November's was the last "Last Friday Club" before Christmas. This year that has changed, as a December Last Friday Club has been introduced into the calendar to cope with demand for sponsorship.



These events are a good way to introduce or reinforce Scott Wilson's name in an area, raising brand awareness, as well as being a goodwill gesture to our new and existing contacts.

This year we saw a lot of familiar faces. This Last Friday Club is noted as being one of the most successful and well attended meetings. Reputation alone encourages people to attend – not just to meet Scott Wilson but also the other contacts that Scott Wilson attract. Over 60 people attended the function.

Scott Wilson hosts this year were event co-ordinators Neil Robertson, Helen Dytkevicz and Jaime Holmes. Mehmet Yilmaz, Mark Thorne and Stuart Dungworth also attended as hosts.

Guests included Mike McHugh of Swanke Hayden Connell International Ltd, Professor Tom Hanna and even a few attendees from Arup (no doubt attempting to infiltrate our contact base) as well as local clients Sheffield City Council. The meetings are 'open' and anyone from the local construction industry may attend.

Goodie Bags containing giveaways and literature were distributed at the end of the gathering in an attempt to reinforce our presence, and as usual all business cards collected were entered into our Champagne Draw, won this year by David Beach of Bucknall Austin.



Please feel free to make a note in your diaries that we will be sponsoring next October's event. Would anyone with contacts in South Yorkshire area, please e-mail contact details to Helen Dytkevicz so that they can be included on our invitation list for next year.

Thanks to everyone who attended this successful event.



Ten Pin Bowling – Ashford Office

From Tony Clark [Ashford]

Scott Wilson Piésold entered a team of six players in the Ashford inter-company charity event on Thursday 27th November, the principal beneficiary being the local Hospice. Eighteen local teams fought furiously over two games for the trophies. The Scott Wilson Piésold team was drawn from the Admin and Accounts sections but included a guest Oz Balaban ex. Hong Kong Office, now in the Dams and Tunnels Unit.

The team consisted of Gill Weatherill (two coloured pin prizes), Pat Parker (slinger), Sarah Trimmer (bouncing bomb), Alan Jowdie (stylish but no stamina), Tess Harris (misspent youth in Manila) and Oz (Turkish delight). The team had a lecture on Health and Safety procedures before the off, by non-playing Tony Clark and were all advised that no claims for industrial injuries would be entertained.

Despite the handicap of a narrow bowling lane and deep gutters the novice team performed admirably in the first round of maximum scores, finishing mid field, Alan Jowdie being the strongest player finishing with a series of strikes. One round had to be bowled through the legs of the rest of the team, which was a huge handicap for a team of 'short legs'. There was great concern about the Health and Safety aspects of this manoeuvre as a misplaced ball could have had the same result in Admin and Accounts as a National Lottery win.

The team missed the point of the second game which was to get the team total as close as possible to a set score, hence did not figure in the result. In fact due to a complete lack of team fitness they even failed to reach the score of the first game. The principal slackers were the two male staff and it was left to Tess Harris to take the team honours in the second round.

In summary the team must get fit, try harder and listen to instructions before they issue challenges to other Scott Wilson Offices! One tactic to be used if we are invited again must be to organise a communal 'chicken and chips in the basket' as nice greasy fingers should aid the release of bowl. And Yes, Oz did win the raffle!



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Ground Solutions Group (GSG), based in Ashford, Kent, is part of the Scott Wilson Group and is multi-disciplined, providing geotechnical, land survey and environmental services to its clients and has a vacancy for a:

Land Surveyor

Working in a small, highly motivated professional team you will be given every opportunity to assume responsibility to carry out interesting work on site surveys in the South-East using Leica and Trimble total stations and to process surveys using Liscad software.

The successful applicant will be preferably degree qualified and have a minimum of 2 years post qualification experience working with a UK land survey company. Experience in the use and application of GPS is essential, as are strong communication and IT skills to continue the development of our expanding client database. Some experience using AutoCAD 2000 or similar, and a good knowledge of measured building surveys would be beneficial. A current PTS certificate and recent railway experience would also be an advantage.

Applicants must have a full clean driving license and be willing to work for short periods away from home.

This role involves lifting and carrying of bulky survey equipment.

The position is likely to suit either graduates looking to develop a career in surveying or mature applicants.

To apply, write, enclosing your CV to: John Pilcher, Ground Solutions Group, Kanthack House, Station Road, Ashford, Kent TN23 1PP, or e-mail to: john.pilcher@scottwilson.com



Civil Engineer (Tailings Dam)

Scott Wilson Mining is a Consultancy based in Ashford Kent and is part of the Scott Wilson group of multi-disciplinary companies. We have over 80 years of experience providing services to the mining industry at all stages of project development.

We would like to hear from suitably degree qualified **Civil Engineers** for a Tailings Dam remediation works project

in Romania in early 2004. The project entails construction supervision of remedial and closure works associated with tailings facilities, including tailings distribution system, diversion channels, decant arrangements, buttressing and site investigation of dams and construction materials. Responsibilities also include the supervision of the contractor's engineers and works and reporting to the client's management team.

Essential requirements for this position are:

- A minimum of 5 years post graduation civil engineering experience, knowledge of tailings dam, or other dam construction experience would be an advantage.
- Experience of supervision of contractors.
- A current valid clean driving licence.
- Resourcefulness with proven ability to work in a rural overseas environment.
- Good interpersonal skills, using tact and diplomacy and the ability to produce clear and concise written English reports.

The initial duration of the assignment is for a minimum period of six months but likely to continue for a year with other longer term prospects. The assignment is envisaged to be on single status on a 10 weeks on and 3 weeks off rotation basis.

If you are interested in this exciting opportunity, please write enclosing your CV to: John Pilcher, Scott Wilson Piésold, Kanthack House, Station Road, Ashford, Kent, TN23 1PP, or e-mail to: john.pilcher@scottwilson.com



Geotechnical Engineer

Working in a small team, the prime task will be to provide geotechnical support to Geo-environmental Engineers which will include organising and controlling ground investigations, site supervision and soil/rock logging. This, in turn, will include operation of window sampling and dynamic probing equipment and monitoring of standpipe piezometers and gas wells. Basic factual report writing and the production of desk study reports will also be required.

The successful candidate will be degree qualified in Engineering Geology, Geotechnics or Geology with an Engineering bias and a minimum of 2 years post graduate experience. An essential requirement is a strong interest in Geotechnics/Soil Mechanics, as is the proven ability to produce clear and concise factual reports. Familiarity with BS5930 is also highly desirable. The ability to work with the minimum supervision and use of own initiative are key attributes for the role. Applicants must have a full clean driving licence and be willing to travel with overnight stays.

To apply, write, enclosing your CV to: **John Pilcher, Ground Solutions Group, Kanthack House, Station Road, Ashford, Kent TN23 1PP** or e-mail to him at: john.pilcher@scottwilson.com

Scott Wilson is committed to ensuring equal opportunity in selection and recruiting procedures



For Sale & Wanted



CHRISTMAS STOCKING FILLERS

Are your children, grandchildren, nephews or nieces interested in stamp collecting? If so, I have an assortment of stamp packs, first day covers and other philatelic items for sale at minimal prices. All proceeds to charity. Contact David Sprakes at Chesterfield (Roads). Ext 253.

Wanted: accommodation in Basingstoke, room in shared house would be ideal. Or anyone interested in taking on a new house share?

Contact Nick on ext 317 or nick.hall@scottwilson.com



What's On Your Mind



Outsourcing

From Mike O'Shea [Johannesburg, South Africa]

Thanks for the enquiries and thoughts on Outsourcing prompted by my article in Issue 422. It's great to get feedback!

What Colin said in the last "What's On Your Mind" is quite right. The key to any team activity is communication and Scott Wilson's business is all about team activities. Precision engineering is what we do every day at work. However, a lot of the time we Engineers are guilty of a lack of precision in understanding our Clients' requirements and/or when issuing instructions to project teams. Whether the team is in-house or outsourced, precise briefs are paramount and these briefs must specify budget allowables (cost and time), information format (in and out), checking regimes, standards to be used etc. Remember; Quality is not a measure of whether a product is a Rolls Royce or a Mini, it is a

measure of how the product meets the specifications that the Client has defined.

When work is outsourced this briefing and specification needs to be a formal arrangement. Experience has shown that loose arrangements can result in serious misunderstandings that can make the difference between the success and failure of a job. Successful outsourcing requires that we formalize all parts of a job, some of which are extremely important but do not always get the required attention in-house. The net result should be a far more formal process from start to finish that ensures a more efficient design and drawings process, fewer re-works and a much improved bottom line.

Looking forward to more thoughts and enquiries, in the meantime a Merry Christmas to all!





Christmas/New Year Issue

Please note that the Christmas/New Year ScottLight will be
Issued w/e 19th December.

The first ScottLight of the New Year will be Issued w/e 9th January.



Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***



Issue 426
Christmas/New Year 2003/2004

Attention All Staff



From Geoff French, Group Chairman

I am delighted to be thanking all of you, once again, for your tremendous efforts over the last year and your contribution to what has been another very good year for Scott Wilson.

We now have a more effective structure within Scott Wilson with the Group worldwide operating as six Divisions. This structure is helping to ensure that we use all the resources and expertise of the Group in winning and undertaking projects.

Our continuing organic growth this year means that we now have some 3300 staff worldwide. This is one of the reasons that HR in general and our 'Preferred Employer Strategy' in particular has to be one of our main areas of focus.

I hope you all have an enjoyable Christmas and look forward to your continued support, and our continued development, in 2004.



Scott House Facilities Management Services Over Christmas 2003 Period

Post:-

Last collection before Christmas will be on 24th December at 12:30pm.

Last delivery before Christmas will be on 24th December in the morning.

Normal collection and delivery service will resume on Monday 29th December until Wednesday 31st December when the last collection will take place at 12:30pm and the last delivery will be in the morning.

Normal service will once again resume on Friday 2nd January 2004 for both collections and deliveries.

Couriers:-

TNT – Last collection date for delivery before Christmas will be 23rd December for delivery on 24th December.

Anything to be delivered after Christmas will be collected on Monday 29th December for delivery on 30th December.

Last collection for next day items is Tuesday 30th December. Collections made on 31st December and 2nd January 2004 will be delivered on Monday 5th January.

DHL – There will be NO movement from 24th December until 29th December, with no collections or deliveries on 25th, 26th December and 1st January 2004.

Normal service will resume on Friday 2nd January 2004.

Stationery Suppliers:-

Antalis & Guilbert – Closed from midday on Wednesday 24th December until Monday 5th January 2004. If you have any projects around this time, please make sure you have enough stock to see you through.

Hire Car Companies:-

Europcar – Collections for 24th December, Europcar must be notified no later than 6pm on Tuesday 23rd December and vehicles must be available for collection up until 12pm on 24th December. Should the vehicle not be available or Europcar are not notified, Europcar will charge for the vehicle until 29th December.



Collections for 31st December - Europcar must be notified no later than 6pm on Tuesday 30th December and vehicles must be available for collection up until 12pm on 31st December. Should the vehicle not be available or Europcar are not notified, Europcar will charge for the vehicle until 2nd January 2004, (3rd January in Scotland).

Closed 25th, 26th and 1st January 2004. Otherwise, normal opening hours apply.

BMC (Basingstoke) - Closed 25th, 26th and 1st January 2004. Otherwise, normal opening hours apply.

A & A Cars (Basingstoke) - Closed 25th, 26th and 1st January 2004. There will be limited cover from 12pm on Christmas Eve through to 4th January 2004. Normal service resumes on Monday 5th January 2004.



**Central Division
Christmas & New Year Holidays**
From Martin Burton [Chesterfield]

As advised in an earlier edition of ScottLight, all offices in Central Division will be closed over the Christmas/New Year period i.e. from Thursday 25th December until Thursday 1st January inclusive.

Please note that the following offices will also be closed on Friday 2nd January:

- Manchester
- Birmingham (Peel and Fowler)

Central Division offices are listed below with names and telephone numbers of staff who can be contacted in the event of an EMERGENCY.

Birmingham (McLaren Bldg)	- David Johns	- 01952 299293 - mob: 07810 627003
Birmingham (Peel and Fowler)	- Martin Baugh	- 01902 654983 - mob: 07789 746444
Chesterfield	- Martin Burton	- 01246 210210 - mob: 07789 746442
Derby	- Chris Nicholas	- 0114 2364537 - mob: 07702 092714
Manchester	- Colin Barker	- 01565 631570 - mob: 07971 782613
Matlock	- John Surguy	- 01246 590149 - mob: 07919 217555
Telford	- Rod Thorpe	- 01952 728493 - mob: 07919 217550

The only exception to this arrangement is at Mansfield (AMScott) where a skeleton staff will be on duty throughout the holiday period to respond to emergency highway maintenance problems and bad weather warnings. The 24 hour number for Mansfield is 01623 676555.



Progression - December Period Close
From John Davies [Basingstoke]

The December period will be closed at 2.00pm on Christmas Eve. Please ensure you have all invoices, timesheets etc posted to the system beforehand.



Botswana Office Christmas Closedown
from Vyande Chisiza [Botswana]

Please be advised that the Botswana office will be closed from Wednesday 17th December 2003 at 12.30 and will open again on Monday 5th January 2004.

Have a happy Christmas and Prosperous New Year.



**National Railway Heritage Awards 2003
Moy Viaduct**
From Colin Dodgson [Glasgow]

You may recall reading about the National Railway Heritage Awards in earlier issues of ScottLight and the SWR newsletter.

On Tuesday 2nd December 2003, Richard Bowker, Chairman of the Strategic Rail Authority presented this year's National Railway Heritage Awards at a ceremony at the Merchant Taylors Hall in the City of London attended by 150 guests drawn from the national and heritage railways of Britain and Ireland.

Scott Wilson are pleased to announce that the Chairman's Special Award was presented by Richard Bowker to Carillion Rail of Glasgow for the restoration of Moy Viaduct. Judges said that, although the innovative work to regenerate a listed structure that would have been otherwise rendered unusable was something of a compromise, "it was an elegant one, executed with love and respect for the original", and that the railway industry has "been prepared to show its respect for this structure in such a tangible form".

The original Moy Viaduct was a listed timber structure located just south of Inverness and was in need of replacement due to decay. After extensive discussion with Historic Scotland and the Planning Department, a Design and Build scheme was prepared through joint discussion with Railtrack, the main contractor Carillion Rail and Arup Consultants. The scheme chosen involved



piles, pile caps, reinforced concrete columns and steel superstructure, all of which on completion was completely hidden within the existing timber structure (except the columns). The replacement superstructure was successfully installed during a long possession of the Perth to Inverness Line in October 2002.



The Award Ceremony was attended by the following engineers who were involved in the Moy Viaduct project:

John Connelly, Senior Engineer for Carillion Rail; David Gibson, Section Engineer for Carillion Rail; John Selfridge, Project Manager for Network Rail; Rory McEwan, Design Engineer for Arup Consultants and Colin Dodgson, Design and Construction Engineer while on secondment from SWR to Network Rail.



CAT (Capability Assessment Toolkit) Validation Visit to Scott Wilson by HA

From Paul Bracegirdle [CAT Champion, Chesterfield]

The week we had all been eagerly anticipating finally arrived, the 3 man HA CAT Validation Team moved in on Scott Wilson for 3 very full days from the 2nd to 4th December 2003.



Day 1 – Chesterfield, Basingstoke and Glasgow offices were visited.

Day 2 – Chesterfield, Basingstoke and Glasgow for ½ day each, also visit to A1033 Hedon Road site.

Day 3 – Chesterfield and A6 Alvaston Bypass site.

A detailed programme had been previously agreed with the CAT team leader that filled every available hour of their visit. HA selected most of the staff by name or role/title. They interviewed a total of 94 staff in total from

Geoff French downwards. They also interviewed HA project staff, a selection of Contractors who we work with

(McAlpine, Costain and Balfour Beatty) and also the other consultants involved with the two highways sites visited (Babtie and URS). The majority of interviews were on a one to one basis but there were also focus groups set up for Administration, Finance, QHSE and HR.

The validation team objective was to examine and verify the submission and self-score made by Scott Wilson for each of the 6 capability attributes, which are;

1. Direction and Leadership
2. Strategy and Planning
3. People
4. Partnering
5. Processes
6. Internal Resources

There are three capability indicators for each attribute hence giving a total of 18 indicators against which we can score 0, 1, 2, 3 or 4. Thus the maximum potential score being 72.

The higher the score we are awarded by HA the greater our tendering opportunities on HA work should be. It is anticipated by HA that the 5 highest combined scores of Contractor and Designer for each Expression of Interest will be the groups that get on the tender list. HA Procurement will still be able to influence tender lists but this will become obvious since HA have stated their intention to openly publish all CAT scores.

It has been a thorough examination of the Scott Wilson systems, processes and people. There were lots of interesting questions like:

- What does the Mission Statement do for you?
- How do you contribute to delivering it?
- Are you happy at SW?
- Are SW a good employer?
- What would you change?
- What are your 3 ways to improve the business for the coming year?
- How do KCAD and SIGs work?
- Lots of Training questions
- Pathways
- How do lower grades of staff influence the business?
- Communication up and down.
- How do we choose the partners we work with?
- Etc etc

When the CAT team left Chesterfield at 8 pm on their final day they were not prepared to give me any indication of how we had performed or what the likely outcome will be, except to say they commented on the friendliness of our staff and our hospitality! I think they (and also) were rather shell shocked after 3 very intensive days.



I would like to thank every one who has been involved, for their positive approach, commitment and contribution. I feel we were all well prepared for the validation visits and gave it a really good shot. I am confident it will be reflected in our final score.

I have been told that I can expect to receive a draft report from the CAT Team Leader soon giving us a chance to review it prior to a face to face meeting in Chesterfield on Monday 15 December 2003 when our score will be fixed.

Our Score and the impact of CAT on the Highway business is awaited with nervous anticipation. I will keep you informed!



London Planning Awards
from Gill Smith [Basingstoke]

Scott Wilson was one of 121 nominations for the 2003 London Planning Awards for our work on Southwark Council Open Space Strategy. We were shortlisted to the final 20 and Ben Burgess of Abingdon and Sarah Beuden of Southwark Council gave a presentation to the judges on the project. Scott Wilson were shortlisted to the final 4 for the "Best Planning Conceptual Project, Contributing to London's Future", which was finally won by the redevelopment of Ilford Centre.

I feel it is a marvellous achievement to be shortlisted, one of only two consultants to be so, and one all the staff within London, Abingdon and ISD PED Basingstoke who contributed to the project should be very proud of.



Ken Livingstone hosted the event and can be seen here with Julie Talantire of Southwark Council, Ben Burgess of Abingdon, Sarah Beuden of Southwark Council, Andrew McNab of London and Gill Smith of PED Basingstoke.

If anyone else knows of any local or national awards that they feel Scott Wilson may be entered for Gill Smith would be happy to provide assistance. Not only

do awards raise Scott Wilson's profile but they also provide wonderful networking opportunities.

If you require any further information please just let Ben, Andy or I know.



Christmas Carol Concert
Sheffield City Hall

From Central Division, Marketing

As part of the International Concert Season 2003-2004, held at Sheffield City Hall, Scott Wilson sponsored the festive Christmas Carol Concert, which took place on Saturday 6th December.

Featuring the enchanting choral harmonies of the Sheffield Philharmonic Chorus, enhanced by the wonderful sound of the Black Dyke Band, the Christmas Carol Concert was led by conductor Darius Battiwalla and presented by Brian Kay



The evening commenced at 6:30pm, with our guests being escorted to our VIP area for dinner and drinks. After an hour of yuletide banter, we took our seats in the grand centre circle for the start of the concert.

Opening with 'Ding Dong Merrily' and featuring Christmas classics including 'O come all ye faithful', 'Winter Wonderland' and 'Silent Night' (during some of which the audience were asked to accompany the choir!), we approached the interval after 'O Little Town', where we returned to our VIP suite for a well deserved vocal warmer!

Back in our seats for the final part of the show commencing with 'God rest ye merry, gentlemen' and including a rather fantastic version of 'Sir Christemas', described as "a carol with real hair on its chest!", which emphasised the choir's vocal talent.



The final carol sung for our pleasure was 'Hark! The herald angels sing', which led to rapturous applause closely followed by an encore of 'We wish you a merry Christmas'.

As all guests and hosts returned to our suite for a final drink before departing, a unanimous positive eruption of comments could be heard, decidedly branding the concert an astounding success.

At this point, everyone was issued with a Scott Wilson Christmas Pudding, a small yuletide inspired gift to mark the start of this festive season.

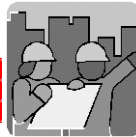
Thanks again to all hosts of this event (Neil Robertson, Helen Dytkiewicz, Jaime Holmes, William Kemp, John Holden, Ian Wildgoose, Darren Kimberley and Mark Roy), which we hope to make an annual date in the Scott Wilson entertainment calendar.



TRAVELLERS

Location	Traveller	Dates
Tehran	Alan McNaughton	9 - 24 Jan
Belgrade	Mike Thomas	8 Jan - 11 Apr

What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

The Quadrant – Regent Street, London

From Iain Calder [London]

History

When Regent Street was designed by Sir John Nash, as part of a processional route for the then Prince Regent, the distinctive crescent shaped section was created to keep the new street within the Crown's land.

At the turn of the twentieth century, Nash's original buildings had become fatigued and were in need of replacing. Sir Reginald Blomfield designed the current street as a continuous façade, behind which individual buildings were constructed. Now, nearly 100 years on, these properties are again in need of renewal and with a number of head leases on the verge of expiring, The Crown Estate has a unique opportunity to create modern accommodation behind the much loved façade. This southern area, including the grand curve and side streets to the east and west of it, is called the Quadrant. The Quadrant encompasses properties on the west side of Regent Street, including parts of Swallow Street down to Piccadilly and Vine Street. On the east side of Regent Street, the Quadrant takes in four city blocks, bounded by Brewer Street to the north and Sherwood Street to the east; in all, a total of four hectares.

The legacy of Nash's original intervention is still very clear today. Regent Street separates the elegant estates

of Mayfair and St. James on one side with the more 'vibrant' area of Soho on the other. However, although the architecture of the Regent Street curve is remarkable, its creation sliced through many smaller historic streets in the Quadrant, limiting their use and effectiveness.

Scott Wilson Structural Engineering

In early March 1999, Scott Wilson (London) won a term commission for The Crown Estate and the first project was the £8m refurbishment of 106/112 Regent Street (Garrard the Jewellers).

Work followed in June 2001 to carry out a feasibility study for the whole block, termed W1, behind the curved façade of Regent Street. Our input into this was considered to be sufficiently proficient such that Scott Wilson was then appointed as the structural engineer to take the Quadrant project to planning, led by architects Allies and Morrison. This not only included the W1 portion we had worked on but also, across the road, the Café Royal site and behind, the Regent Palace Hotel.

The site comprises six major blocks covering four hectares of prime office/retail/hotel space and represents the largest redevelopment in London so far this decade. Planning drawings are being submitted over the next few weeks and the programme of work shows the redevelopment of the W1 block commencing in the first half of 2004. Scott Wilson will be involved in the development of the whole site, either as the engineer



working up the detail design or as the client's engineer preparing the performance specification and drawings.

The project cost is £350m and is due for completion in 2010. Senior players in Scott Wilson include Sergei Turceninoff and David Weller as overall project managers with Rodney Stubbs, Nick Bernabe, Ade Adeboya and David Kenyon leading the design of individual blocks, ably assisted by Alan Tuhey, Colin Parks, Mokhtar El-Houry and William Loasby.

The Future of the Quadrant

The aim is to create far more active and attractive streets for people who work in and visit this part of London. Glasshouse Street and Swallow Street could become more pedestrian friendly to create newly identifiable shopping destinations. Air Street could be re-landscaped to create a far stronger route from Golden Square to the north, through the existing beautiful arches in the crescent blocks and down to Piccadilly in the south.

Throughout the whole of the Quadrant the local streets will be dramatically improved with new paving, lighting, signage and street furniture. All this will produce a much more friendly and inviting environment.

A balanced and vibrant scheme is now emerging which includes a rich mix of uses. These include huge improvements to the size and mix of retail space. This will provide the excellent modern facilities that are needed to attract and retain the world's top retailers in the heart of London.

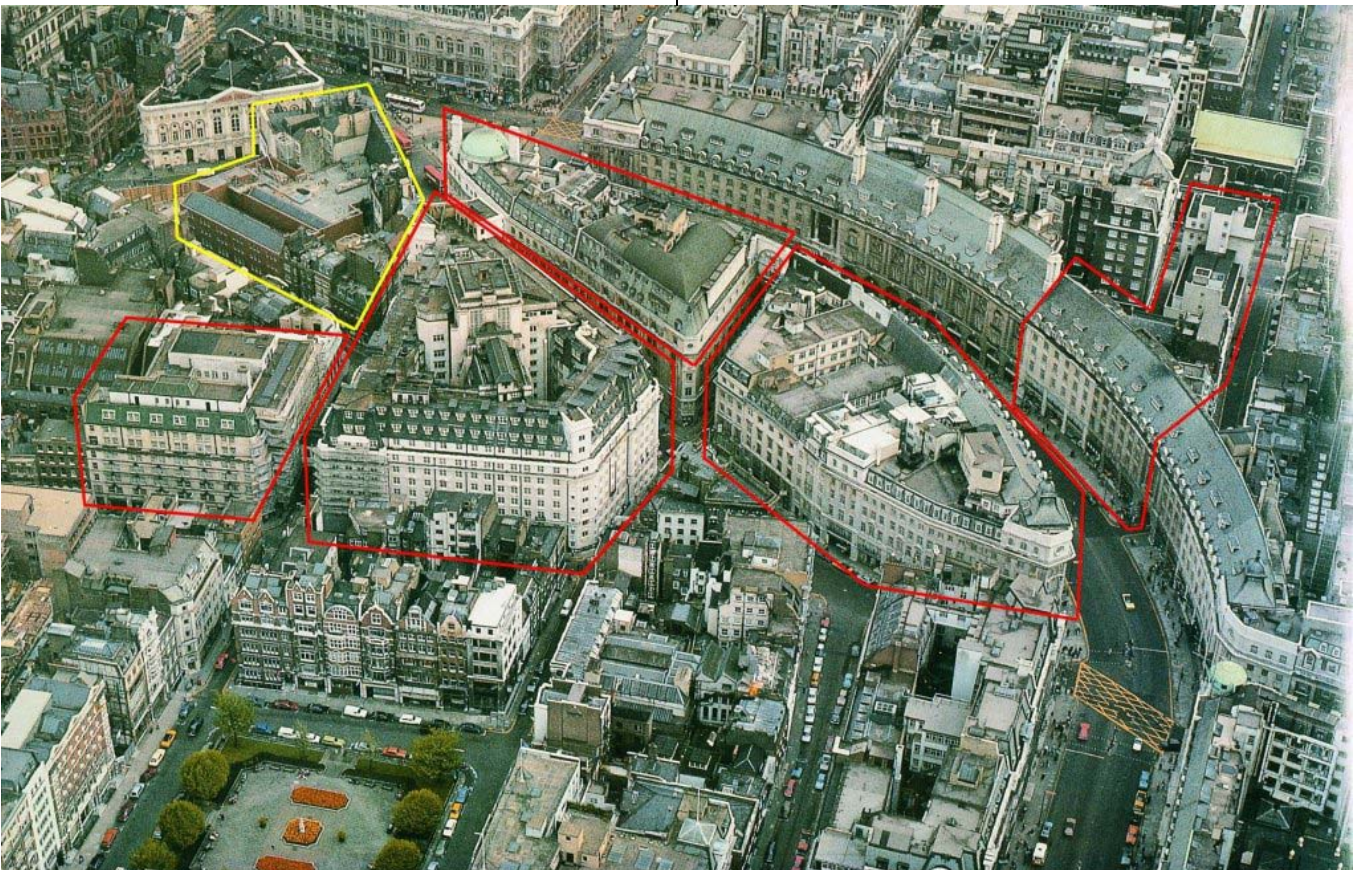
There will be a new hotel within the existing Café Royal. In many of Regent Street's upper floors there will be the most up-to-date office accommodation. The new developments will also include some housing that will meet the current requirements of Westminster City Council and the GLA.

There has been a great deal of thought given to providing far better pedestrian links to encourage activity between Regent Street, Soho and Piccadilly and there will be improved access to the tube station at Piccadilly Circus.

The Quadrant in Regent Street is rightly regarded as one of the most visually striking vistas in our capital. The thoughtful and sensitive redevelopment of this area will secure and improve its long-term viability. These improvements will help to maintain Regent Street's position as a world-class destination for many years to come.

As a final note, Scott Wilson is also appointed by The Crown Estate to provide feasibility support into the redevelopment of four blocks further up Regent Street. This study of the St. James's area real estate under architects Sidell Gibson and Squire & Partners is now completed and we are hopeful a decision will be forthcoming in 2004 to proceed with the recommended scheme.

This report for ScottLight has been long in coming to print due to the embargo placed on the design team by the client until planning was applied for.

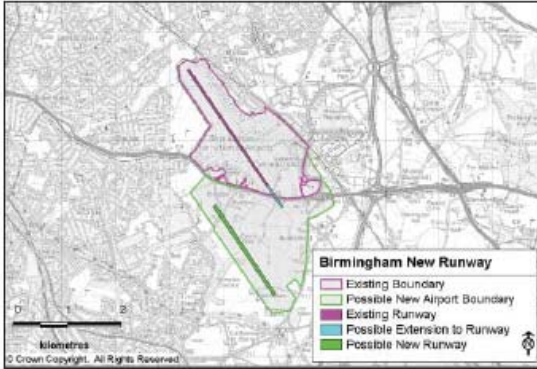




The "Birmingham Alternative"

from Steve Brundle [Business Consultancy, London]

The Government's White Paper on the "Future of Air Transport" published on Tuesday, gave a ringing endorsement to the development of a second runway at Birmingham Airport. It also strongly endorsed the "Birmingham Alternative" as the best runway solution.



The "Birmingham Alternative" was developed last autumn by the Scott Wilson team engaged by Birmingham Airport to address the commercial and financial case for developing a second runway.

The White Paper extols the virtues of this alternative over the schemes outlined in the Governments own consultation document. In particular, it concludes that the option will:

- require less green belt land
- require less properties to be demolished
- avoid the loss of a Site of Special Scientific Interest (sssi)
- be phased more effectively
- have lower noise impacts

It is not every day that the results of a Scott Wilson assignment are reflected so directly and so positively in published Government Policy. This is obviously very rewarding for the team involved and for the firm as a whole. The assignment also demonstrates the strengths of harnessing key skills from across the group in a blend which enables us to tackle a multifaceted problem at a strategic level.

The team was led by Business Consultancy and included significant inputs from Airports and Environment as well as key support from Transportation (Birmingham) and Railways.

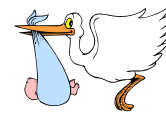


Congratulations



Congratulations to the following Glasgow office graduates who achieved Chartered Engineer status in the recent ICE Chartered Professional Reviews:-

Paul Carey
Lynn Masterson
Euan Nicholson



Congratulations to **Tony and Jo Buckley** on the birth of their son David William born Sunday 7th December weighing 8 pounds 1 ounce.

Congratulations to **Jay and Kirsty Miller** on the birth of their daughter Natasha on 6th December. Natasha who was five weeks early weighed in at just 4lb 10: she is doing well and with luck will be home before Xmas



Moves



LEAVERS

Goodbye and Good Luck to:

Matteo Boninsegni, Senior Geotechnical Engineer who leaves on 17 December.

Michael Holiday, Land Surveyor and **Iain Spiers**, Junior Technician, who both leave the company on 24 December.

Steven Heard, Principal Civil Engineer who leaves at the end of December.

Ewa Grzesiak who will be leaving International Division on 5 January 2004.





Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Assistant Engineer/Technician - Telford - Level 2.1/1.2

We have a new vacancy for an Assistant Engineer or Technician within our Highways and Infrastructure team at Telford.

This position would suit someone who wishes to develop their general highway design skills, with particular emphasis on geometric standards. The person we appoint will be very proficient in AutoCad and ideally have two years' highway design experience (minimum qualifications will be HNC or HND).

A good working knowledge of MX and/or PDS is required, and the candidate should be capable of working with minimum supervision, although further support and training will be given. The work will involve the geometric design of major roads and all types of infrastructure ranging from industrial and residential to the design of airport taxiways and aprons.

Interested applicants for the above vacancy should contact Kate Kirby, HR Officer, Chesterfield Office. Tel: 01246 210205

Assistant Computing Engineer - 2.2 - based in London

This is a new role to provide local computing support to newly merged offices in London. The candidate will provide localised hardware, software and network support for desktop and mobile users.

The ideal candidate should have 2 years experience in an IT support role with knowledge of Windows 2000 and TCP/IP.

Candidates should be mobile as there is a need to lift and move computer equipment.

If you are interested in the above vacancy please send your CV and covering letter to Cara Rees, HR, Basingstoke.



For Sale & Wanted



For Sale: Sony portable minidisc player and recorder 1 month old, all leads and headphones etc + 5 blank minidisks - £65 o.n.o. Please contact Ted Page Chesterfield x313.



Sports & Social



The Millennium Project - Strange Things From Around The World....

from Emma Parsons [Basingstoke]

The raffle took place on Monday 15th December and there were over 25 winners including:

- Don Johnson
- George Rutt
- Lusa Armstrong
- Andrew Friedrich
- David Jones
- Juan Martin
- Sue Blanchflower
- Graham Handy
- Nick Beech
- Victoria Chandler
- Karen Jones



We would like to thank all of the people who contributed raffle prizes and congratulate those who won. Through the assistance of the Marian and Carol in Scott House Reception we managed to raise **£143.50** – which will go a long way to support needy causes in countries in which Scott Wilson work

A huge thank you to all those who took part. Keep supporting the Millennium Project in 2004!!!



**Thank you for participating in
The Millennium Project**



Children in Need - A Christmas Postscript
from Andrew Richardson [Basingstoke]

This is a photo of my son, Daniel (he's the one in the middle), in his first Christmas Play at Pinewood Infants School in Farnborough last week.



Daniel has an autistic spectrum disorder with language impairment. Pinewood has a "resourced provision" for such children, which means smaller than normal class sizes and a mix of local and Special Needs children in each class.

The school benefited from Children in Need last year, when the charity funded the production of some special training booklets for parents. Pinewood has a wonderful reputation for integrating children with Special Needs into the mainstream of the school, and Daniel has come on leaps and bounds since he started there in September this year.



**Merry Christmas / Happy New Year /
Season's Greetings....
to all of you!!**

From "Linguists Father Christmas"
[aka Lusa Armstrong, Basingstoke]

Thank you all for helping me put this list together. It's great fun trying to pronounce these seasonal greetings expressed in various languages from the linguists list!



- Afrikaans** - Geseende Kerfees en 'n gelukkige nuwe jaar
- Amharic** - Melkam Yelidet Beaal
- Arabic** - I'D Miilad Said ous Sana Saida
- Bulgarian** - Vasel Koleda; Tchestita nova godina!
- Cantonese** - Seng Dan Fai Lok, Sang Nian Fai Lok
- Czech** - Prejeme Vam Vesele Vanoce a stastny Novy Rok
- Danish** - Glædelig Jul og godt nytår

- Dutch** - Vrolijk Kerstfeest en een Gelukkig Nieuwjaar!
- Farsi** - Cristmas-e-shoma mobarak bashad
- Finnish** - Hyvää Joulua or Hauskaa Joulua
- French** - Joyeux Noël et Bonne Année!
- German** - Froehliche Weihnachten und ein glückliches Neues Jahr!
- Greek** - Kala Christougenna
Kieftihismenos O Kenourios Chronos
- Gujarati** - Shubh nataal
- Hindi** - Shub Naya Baras
- Hungarian** - Kellemes Karacsonyiuinnepek & Boldog Új Évet
- Indonesian** - Selamat Hari Natal
- Italian** - Buon Natale e Felice Anno Nuovo
- Japanese** - Shinnen omedeto. Kurisumasu Omedeto
- Javanese** - Ngaturaken Sugeng Natal lan Warsa Enggal
- Kiswahili** - Krismasi njema'
- Korean** - Sung Tan Chuk Ha
- Mandarin** - Kung His Hsin Nien bing Chu Shen Tan
- Norwegian** - God Jul og Godt Nyttår





- Papua New Guinea** - Bikpela hamamas blong dispela Krismas na Nupela yia i go long yu
- Philippines** - Maligayan Pasko!
- Polish** - Wesolych Swiat i Szczesliwego Nowego Roku.
- Portuguese** - Boas Festas e um feliz Ano Novo
- Punjabi** - Nave sal di mubaraka
- Pushto** - Christmas Aao Ne-way Kaal Mo Mobarak Sha
- Romanian** - Craciun fericit si un An Nou fericit!
- Russian** - Pozdrevlyayu s prazdnikom Rozhdestva i s Novim Godom
- Scots Gaelic** - Nollaig chridheil huibh
- Serb-Croatian** - Sretam Bozic. Vesela Nova Godina
- Slovak** - Vesele Vianoce. A stastlivy Novy Rok
- Spanish** - Feliz Navidad y Próspero Año Nuevo
- Swahili** - Krismas Njema Na Heri Za Mwaka Mpya°
- Swedish** - God Jul och Gott Nytt År
- Thai** - Suksan Wan Christmas lae Sawadee Pee Mai



- Tok Pisin** - Meri Krismas & Hepi Nu Yia
- Turkish** - Noeliniz Ve Yeni Yiliniz Kutlu Olsun
- Twi** - Afinyia Pa
- Ukrainian** - Veseloho Vam Rizdva i Shchastlyvoho Novoho Roku!
- Urdu** - Naya Saal Mubarak Ho
- Vietnamese** - Chuc Mung Giang Sinh - Chuc Mung Tan Nien
- Waray-Waray** - Maupay nga Pasko ngan Mainuswagon nga Bag-o nga Tuig!
- Welsh** - Nadolig LLawen a Blwyddyn Newydd Dda
- Zulu** - Sinifesela Ukhisimusi Omuhle Nonyaka Omusha Onempumelelo



Christmas Quiz

(answers below)



1. Who gave his backers a surprise Christmas present by winning the Derby at Epsom on 3rd June 1964?
2. What was the assumed name of author Charles Lutwidge Dodgson?
3. In which TV series did Robbie Coltrane play Dr. Edward Fitzgerald?
4. Which composer wrote the music for *Hark The Herald Angels Sing*?
5. What was the name of the toad in *Bagpuss*?
6. Who beat Austria 6-0 on aggregate to win their play-off make the 2002 World Cup finals?
7. Which presenter chaired *Question Time* from 1979-89?
8. Which Biblical town's name means 'House of Bread' in Hebrew?
9. Which actor, born in 1920, had the real name Joe Yule Jnr.?
10. In April 2001, which TV presenter had his beard shaved off after readers of a Devon newspaper pledged £8,000 for the 'Green Wellies Appeal'?

- 1. Santa Claus
- 2. Lewis Carroll
- 3. Cracker
- 4. Felix Mendelssohn
- 5. Gabriel
- 6. Turkey
- 7. Robin Day
- 8. Bethlehem
- 9. Mickey Rooney
- 10. Noel Edmonds

Editor: Thank you all for your input to ScottLight throughout the year. Have a very Merry Christmas and Happy New Year.



Items for inclusion in the first issue of 2004 must be received by 5 pm on Monday 5th January

e-mail to Scott Light
 Alternatively send to the Editor
 in Scott House, Basingstoke:
 angela.lowle@scottwilson.com
 (fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar



Attention All Staff



A Listening Start To 2004

From Georgina Corbett – [HR Director]

Building on the Preferred Employer Strategy launched in 2003, the implementation of our revised Training and Development Policy and the ongoing improvements to Pathways Plus! following the input from the 6 focus groups, Scott Wilson is committed to achieving the Investors in People standard throughout all the UK organisations by the end of 2004. Building on the accreditation we have already received in Scott Wilson Railways and Pavement Engineering, the IIP standard endorses and encourages sound management practices around our approach to communications and training and development.

We are aware that Divisions will be at different stages of development, in terms of meeting the IIP standard. To effectively plan and prioritise what improvements we need to make and where, we want to kick off our campaign by understanding how close we are to the IIP standard within each division. This first benchmark will be an Employee Survey to all groups and will be distributed electronically to all UK based employees.

An e-mail will be sent out in the week commencing 12th January 2004 inviting all employees to participate. The survey is a simple electronic form using a confidential external survey company; it takes less than 10 minutes to complete and will be available for you to complete until the end of January.

The format builds on a similar survey recently used successfully in Scott Wilson Africa.

A number of successful initiatives came out of the previous employee survey. We hope to achieve a high response rate on this occasion and I want to encourage each of you to ensure your opinions are well represented in the overall results by completing the survey. Once all the results are correlated in February, each Division will work through their analyses and agree any resulting action plans. The Company-wide results will also be published in March.

We also hope to use a similar approach to understanding and benchmarking the impact of our strategic goals across the world and in the next few months will be discussing with our business leaders in Asia Pacific and International Divisions on how best to achieve this with staff based outside the UK.

The survey or achieving IIP across all the Divisions is not an end in itself, but the benefits that come with good practice will lead to improved business performance. Please take 10 minutes to contribute your views to this important stage in the development of our Company.



CAT Validation Report

From Paul Bracegirdle [Chesterfield]

The Capability Assessment Toolkit validation of Scott Wilson by HA (Highways Agency) was held on the 3, 4 and 5 December 2003. A detailed account on the validation visit was written for ScottLight recently. As CAT Champion I received a draft report of their findings and this was followed up by a detailed face-to-face debriefing by the HA CAT Team Leader in Chesterfield on Monday 15 December 2003, attended by William Kemp and myself.

We are very pleased to announce that we have achieved a validated score of **57**. The maximum possible score is 72, so this puts us at about 80%, which is an excellent score.

From our grapevine intelligence we believe this score positions us in the leading pack of consultants, which is where we must be to ensure we maintain our strong position in the Highways Sector.

The following is an extract from the Validation Report, which summarises their findings related to key strengths and areas for improvement:-

“3. Summary of key themes

Key themes, which have been identified during the validation exercise

To aid analysis of the detailed strengths and areas for improvement the following is a summary of the ‘vital few’ or ‘key factors’ identified during the validation, ie those that influenced the validation team the most.

The key strengths of the organization which will enhance its ability to maintain or improve its performance are:

- Scott Wilson has a strong culture of customer focus and quality
- Scott Wilson has a strong team-working and collaborative approach to all projects and has adopted a very successful partnering model
- Scott Wilson is a caring organisation. Staff value the informal, supportive culture and appear to be happy and loyal and are prepared to go the ‘extra mile’ for the company.
- Scott Wilson demonstrates a strong commitment to developing people
- Scott Wilson has a strong management team, who focus on communicating with key stakeholders and are committed to improving the company through numerous initiatives.
- Management have also recognised the need to embrace some softer skills in order to progress the business

Our experiences during the validation led us to conclude that the following areas may be particularly relevant for further review and action:

- Performance measures around the business are primarily ‘hard measures’. Softer KPIs are not applied universally.
- Little evidence of pro-active use of KPIs at all levels – visibility and leveraging value seems to be an issue
- There are numerous improvement initiatives underway around the business – these need to be documented, focused, reviewed and prioritised
- Personal objectives should be SMART objectives and closely aligned with the MVV and strategy
- Feedback loops should be closed to encourage more bottom-up involvement in the processes and drive tangible and measurable actions to improve
- Post implementation benefits should be more rigorously measured, both from improvement initiatives and training programmes
- Pathways needs clarifying and implementing in a coordinated fashion to drive and align personal competency targets with business plans, strategy and MVV

- Training and development strategy and company-wide programmes should then be visible
- Training records need updating and linking into personal development files and business plans
- Focus on knowledge management as a priority
- Differentiate the business more clearly by leveraging value from MVV and performance measures
- Focus on developing a stronger safety culture across the business”

As you can see, there is a lot to be proud of that we were probably aware of but it is great to get it validated by a third party. Equally we must not be complacent as there are substantial areas for improvement.

We are currently preparing a ‘corporate response’ to pull together all the main feedback from the validation and make proposals for taking the improvement areas forward.

Again, I would like to say a big thank you to all the staff involved, a great team effort by the firm.

(By the way for those that don’t know or have forgotten

S - Specific
M - Measurable
A - Achievable
R - Realistic
T - Timely

MVV - Mission, Vision and Values)



Scott Wilson Quality in Business Consultancy - Official!

from Alan Brookes [London]

After several strenuous months of preparation, SWBC received its first visit from BSi on 16 December and passed with flying colours. The BSi inspector congratulated the firm on having set in place revised procedures that respected the overall group approach to QA whilst at the same time recognised the different circumstances and clients for the assignments being undertaken. He drew particular attention in his report to the Best Practice activities that are being used in the SWBC Continuous Improvement programme.

We were particularly pleased to have no non-conformities, despite the consultancy services breaking entirely new ground in client expectations and scope of services. Scott Wilson’s list of accredited services will now be extended to include:

- Commercial consultancy
- Economics
- Programme management
- Change management
- Risk and value management

- Technical due diligence
- Investment planning.
-

Particular thanks and congratulations go to Richard Caseley, who (with exemplary tact, persuasion, and persistence coupled with not a little bullying) oversaw the whole exercise, ably supported by Mike Brown from Basingstoke office. We now look forward to continuing the momentum!

Once we receive the accreditation certificate it will appear in the same place as the others on the Intranet, under the SWIMS6 Quality Management icon. Until then, our BSi audit report will be posted there; BSi have confirmed it can be used as proof of accreditation for the purposes of prequalification, tenders and the like.



Geotechnics In The North West

From Mark Thorn [Manchester]

In line with the general expansion of Scott Wilson's business in the North West and within the growth strategy of Central Division Geotechnics, we have established a Geotechnical capability in Manchester over the past year. This has seen the Geotechnical team in Manchester grow to five – plans are to increase this to ten next year.

Led by myself, the other members of the team are:

Lina Lucas (Senior Engineer)
 Howie Cheung (Geotechnical Engineer) – starts January 2004
 Thomas Tse (Geotechnical Engineer)
 Mark Bruton and Tim Akers (Graduate Engineers)

The team provides strong capabilities in desk studies; design and supervision of ground investigation; site characterization and geotechnical advice relating to development sites, railways, airports, earthworks, slopes, retaining walls, foundations and ground improvement.

With a healthy 50/50 mix of internal and external clients, the team's recent work includes:

- Inspecting 26 sites experiencing earthworks problems associated with deficient drainage and designing improvement works for Network Rail (North West Zone);
- Reviewing stability and designing improvement works to bridge foundations, for example the Harrington Viaduct;
- Supervision and certification of site remediation for the M8 retail development;
- Geotechnical investigations and advice for airport-associated buildings and aprons at Liverpool and Teeside Airports.

Future opportunities are bright and include further commissions from Network Rail in remediating earthworks in the North West Zone, as well as inspections of railway tunnels and the design of improvement measures.

For those of you who don't know me, I began my career with Arup investigating and remediating old limestone workings in the Black Country, designing deep foundations and basements in London, as well as dams in Southern Africa. In the mid-90s, having joined Scott Wilson in Telford, I led a team supervising large-scale investigations for the Channel Tunnel Rail Link; designed and specified geotechnical aspects of the second runway at Manchester Airport; and gave geotechnical advice to contractors on the A1(M) and A19 DBFO bids.

I then spent seven years in Scott Wilson's Hong Kong office leading studies of unstable slopes, geotechnical input to strategic highways and advice for tunnel and site formation projects. As Project Manager, I led large teams of geotechnical and associated engineers in designing and supervising upgrading works for over 100 major slopes up to 100m high. This work included the first use in Hong Kong of natural vegetation to stabilise slopes as part of an initiative to move towards sustainable development in this aspect of engineering.

Our ambitions in the North West are to become the market leader in the geotechnical field, providing high-grade technical advice on multi-disciplinary projects to both internal and external clients and further developing our external customer base in the region.



IHT – Annual Symposium The Road Ahead: Pavement Management & Technology

Thursday, 22 January 2004

from Louise Spry [Nottingham]

Scott Wilson Pavement Engineering will be sponsoring this one-day event to be held at the Village Hotel, Chilwell, Nottingham. There will be a range of speakers, including from overseas, and all are involved in pavement management or innovations in materials technology. Themes will include:

- Changes to the HA's role of Network Provider and contractual procedures for measuring Best Value;
- Changes in the HA's Pavement Design procedures and an innovative method for pavement evaluation;
- Sustainability, recycling and performance of materials;
- Grouted macadam

If you, or any of your clients, are interested in attending or you would like to exhibit please contact Louise Spry on 0115 9229098 or email louise.spry@scottwilson.com or

visit our website www.swpe.co.uk where you can register on-line.



Rail Management Consultants 'RailSys Customer Day'

from Steve Roberts [Swindon]

On the 10th December several of Scott Wilson's Rail Operations and Planning staff attended a 'Customer Day' organised by Rail Management Consultants (RMCon), the German supplier of our railway micro-simulation software 'RailSys'. RailSys is a simulation tool gaining greater application in the UK for modelling rolling stock performance against track and signalling infrastructure in order to meet a defined and reliable train service specification.

The event brought together a group of about 40 users and other interested professionals from the UK, including both our clients and competitors. The day proved to be a valuable one of learning and exchange with both RMCon and other participants. Various approaches to applying RailSys to clients' and project needs were looked into. In addition, complementary software tools RMCon have for the planning and management of engineering possessions, matching train scheduling to passenger and freight demand, scheduling of rolling stock, and minimisation of energy consumption were briefly examined. It is this interfacing to other systems that is one of the key product advantages.

The event gave us a good chance to strengthen our working relationship with one of our key suppliers and a forum to discuss our particular needs and requests with them. This also provided an opportunity to demonstrate to our clients who were present the capability and depth within our unit in our application of operational modelling and analysis.



Pictured from left to right are: Phil Deaves, Mark Roome (Manager - Railway Operations and Planning), Steve Roberts, Claudia Stecher (RMCon), Alfons Radtke (RMCon - Director), Dirk Arnold (RMCon), Robert Mullen, Adam Newman and Adam Bramley.

Results of the Photographic Competition 2003 from Melissa Baker [Basingstoke]

Here are the results of the Photographic Competition 2003. The photos can be viewed on the Intranet under News.

Overall Division	Winner £50	Runner-up (wine)
New Division	Alan Tuhey London, Victoria	Hugh Smith Leeds
Central	Thanh Tran Nottingham	Thanh Tran Nottingham
International	David Jones Ashford	Gareth Hearn Basingstoke
Scotland	Stephen Leckie Glasgow	Adrian Spencer Newcastle
Railways	Jacek Mocki Glasgow	Jim Mann Swindon

Overall Category	Winner £150 & Champagne	Runner-up (wine)
Project	Thanh Tran Nottingham	Trevor Wood Basingstoke
Office Life	Thanh Tran Nottingham	Kateryna Lakhovskaya Ukraine
Different Perspective	Alan Tuhey London, Victoria	Hugh Smith Leeds
Leisure & Health	Hugh Smith Leed	Nicky Allison Nottingham

Overall Winner £200 & Champagne	Thanh Tran Nottingham
Overall Runner-up £50 & Champagne	Jacek Mocki Glasgow



CIBSE Concise Handbook 2004 from Andrew Emberton [Basingstoke]

CIBSE Concise Handbook 2004 has been received in the Scott House post room. Would the person who ordered this please collect it from the post room as soon as possible.



Maternity Leave
from Sue Moore

Many of you are aware, particularly in Basingstoke, that I am now taking maternity leave and hoping to return in the summer.

It was a lovely surprise to receive many cards and presents on the last couple of days I was in before Christmas and Adrian and I wanted to thank everyone for their best wishes and kind thoughts. We will, of course, keep you informed of events!

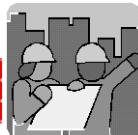


TRAVELLERS

Location	Traveller	Dates
Saudi Arabia	Malcolm George	9 - 16 Jan



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Toy Story

from Malcolm George [Abingdon]

Scott Wilson's tourism team have undertaken a number of studies in recent years into visitor centres or historic properties connected to famous people. These range from Charles Darwin (Down House, Bromley) to William Wordsworth (Dove Cottage) and from Samuel Johnson (Lichfield) to Edward Elgar (Worcester). A current assignment is of particular interest because of the significance of the individual concerned to many Scott Wilson staff.

A claim to be the 'godfather of British engineering' or the 'patron saint of railway enthusiasts' would be ambitious for any one individual, but when both can be claimed to apply to one single individual it is quite remarkable. However, Frank Hornby, the man behind Meccano, Hornby and Dinky Toys, can rightly claim to have introduced more people to the delights of engineering and railways than any other person.

We have been commissioned to examine the feasibility of a new visitor centre or museum in his home town of Maghall, near Aintree on Merseyside. As part of this exercise we need to examine the significance of his achievements and the potential appeal of the story behind Meccano and Hornby, or even the wider role of these in engineering related education.

His autobiography recently claimed that structural engineers still use Meccano to try out new designs! Is this true and, apart from those individuals who still have a box of Meccano or a Hornby train set under their beds, does anyone have any thoughts as to the potential that could be made of this project as an educational resource for engineering?

(Fee Scale: Minor Job)



Third Railway Survey & Design Institute of China (TSDI) in UK

From Ray Millar [Swindon]

To bring everyone up to date with current events, SWR and TSDI of China are continuing with the development of the collaboration agreement signed in July 2003. As a reminder, the collaboration agreement sets out the objectives of both companies to provide benefits to each organisation from business opportunities within China, International and the UK markets.

The Core Management Group (CMG), which is responsible for the development between the companies on a daily basis, has recently completed the initial "familiarisation" stage of this cooperation during a two-month visit to the UK, having spent the previous two months in China with TSDI.

Ray Millar (SWR International), Paul Chu (SW Hong Kong), Dominic Yang (TSDI) and Jeffrey Nie (TSDI) have undertaken a tour of selected Scott Wilson offices to allow the CMG, in particular TSDI, to gain a fuller appreciation of the skills that exist within the Scott Wilson Group. Scott Wilson directors, managers and experts have given a total of 44 presentations and 12 site visits to the group covering many of the strengths that are present. The product of this visit will be a report to the directors of both companies that will identify the potential joint business opportunities for both companies. The CMG will then develop the market strategy to be adopted in the selected business areas.

Of course, this was an opportunity for our Chinese colleagues to experience many aspects of life in the UK and the programme for the visit included numerous tourist sightseeing trips, dinners and even lunch at the House of Commons. One particular highlight during the visit to the Scott Wilson offices in Glasgow was an invitation to the 100th dinner of the West of Scotland branch of the Institution of Civil Engineers. Traditional highland dress was ordered and the result is shown below:



L-R: Ray Millar, Dominic Yang, Willie Burrell Keith Wallace, Jeffrey Nie, Hugh Blackwood, Paul Chu

Another significant highlight was a site visit to witness the repair work to the Forth Bridge. The group had the opportunity to travel to the top of the bridge, courtesy of Network Rail and the contractor Balfour Beatty, as shown below:



L-R: Dominic Yang, Paul Chu, Ray Millar, Ian Heigh, The Foreman(!), Jeffrey Nie

The CMG would like to convey its thanks to all the SW staff and many others who helped to make this trip a success and who contributed to such an interesting and variable programme. The logistics of taking this group around the UK over a two-month period was a significant feat of organisation. In particular, thanks go to Kerry Brown (SWR International), Heather MacKay (SWR Scotland) and Angela Anand (SWR London) for the bulk of the organisational work.

The CMG will re-convene in February 2004 at the TSDI headquarters in Tianjin China, from where it is hoped that suitable business opportunities will be identified as early as possible.



Congratulations



Congratulations to **Tanya Petrova** on acquiring her Master of Business Administration degree which she studied with the Open University. Her majors were:

- 1) Business Development Strategy
- 2) Financial Strategy

- 3) Strategic Human Resource Management
- 4) Innovation and Change Management



Moves



STARTERS

A warm welcome to:-

Lucy Piper who joined the International Division on 5th January 2004 as Secretary to Adrian Tite and Martin Edge, based in Network House, Basingstoke

Lucy joins us from a local firm of solicitors where she was a Legal Secretary and she was formerly a Directors PA with the AA in Basingstoke.

Lucy is looking forward to a long standing and rewarding career with Scott Wilson.

Appointment of Nicola Carroll to SWHL

From Geoff Redwood [SWHL]

A warm welcome to **Nicola Carroll** who has joined SWHL in Basingstoke as Assistant Company Secretary. Nicola is a Chartered Secretary with wide experience in company secretarial practice. Prior to joining Scott Wilson she managed the company secretarial department of a firm of Chartered Accountants and prior to that gained experience in the industrial sector working in the secretariat of a major PLC.

Nicola will be bringing her experience to help in all core secretarial duties, initially with particular emphasis on statutory compliance and shareholder matters.



LEAVERS

Goodbye and Good Luck to:

Cara Rees, HR Administration Team Leader,
Basingstoke - 02/01/04.



Sports & Social



SWPE Xmas Charity Raffle and Collection

from Shirley Toon [Nottingham]

Every year, the ladies in the Admin Dept at SWPE hold a Charity Christmas Raffle, the prizes being items we have received during the year (mainly free gifts from our stationery suppliers and donations from staff). The prizes (24 in all) ranged from a digital camera to a parcel sealing tape dispenser! The drawing of the raffle (by Robert Armitage) was a fun event with calls of "fix" when a couple of the Admin team won prizes!

We also forego sending Christmas cards to each other, with the money we would have spent going into a collection. This is then added to the proceeds from the raffle and we were delighted to collect a total of £120. This year we have decided to donate the money to the Renal Unit at Nottingham City Hospital, in memory of Mr Bill Jennison (Chris Jennison's father).



Scott Wilson Scotland Christmas Night Out

from Catriona Miller [Glasgow]

No-one could ever say that SWS nights out were dull or predictable, oh no they couldn't! and this year's Christmas night out was no exception – oh no it wasn't! It was a fantastic evening and everyone had a thoroughly enjoyable time – oh yes they did!

On Friday 19th December, staff from offices as far and wide as Newcastle, Inverness and Edinburgh and those returning from sites across the country joined their

colleagues in Scott Wilson's office in Glasgow for the annual Christmas night out, this year a trip to the Kings Theatre to see Sleeping Beauty – The Pantomime. The fine free bar and refreshments laid on before we headed to the theatre ensured that everyone was full of festive spirit and ready for maximum pantomime enjoyment and participation. The banter and chat, aided by the free drink could easily have gone on long into the night, however at 6.45pm the directors doubled as very effective bouncers and we were all ushered off to take our seats in the theatre.

The pantomime was a quality performance and lived up to its five star review in the national press. True to form, the SWS contingent joined in fully with proceedings although even we couldn't quite match the enthusiasm of the younger members of the audience. Ice cream was served during the interval to revitalise the vocal chords for the second half and the sing-a-long finale.

As the curtain fell on a good night's entertainment we all headed for the nearest pub where the evening continued with the beer and festive spirit (vodka, gin, whisky etc!) flowing freely and further entertainment being provided by some of the increasingly merry Scott Wilson Scotland employees.

A big thank you to the directors from all staff for arranging a great evening and rounding off a successful year in style. A good night was had by all and we all lived happily ever after – oh yes we did!



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Public Relations Executive, Basingstoke – Grade Level 2.2

Job Purpose:

Requirement to interview and write press releases for circulation to trade and national press to raise profile of Scott Wilson nationally and internationally.

Core Responsibilities:

Maintain PR database by entering data:

- Press releases plans
- Press releases sent out
- Press cuttings mentioning Scott Wilson
- Press releases mentioning main competitors
- Produce Scott Wilson press cuttings book bi-monthly and circulate to all Scott Wilson offices.
- Interview project managers and directors regarding subjects for press release.
- Write press releases and articles.
- Circulate articles to target press.
- Follow-up on leads for press releases
- Ensure divisional PR plans are implemented
- Develop relationship with journalists in key target press
- Organisation of events
- Attendance at events

Person Specification: (A* denotes essential for the role)

- Excellent written and verbal communication skills - A*
- Ability to interpret technical data - A*
- Organisational skills - A*
- Ability to work to a deadline for publication - A*
- Good telephone manner - A*
- Experience in reporting, editing and production - A*
- Previous experience in writing for a publication - A*

Knowledge Required:

- Some knowledge of trade press relevant to Scott Wilson business
- Some knowledge of requirements to “sell” stories to journalists

Qualifications required:

- Degree level
- Journalistic training

Skills required:

- Excellent proof reading
- Word
- Access
- Excel

Personal qualities:

An enthusiastic, goals oriented, proactive individual who is able to fit in quickly to a team but also who can work independently and to a tight schedule.

For more information on this vacancy, please contact Sophie Shillinglaw in Basingstoke, HR or Caroline Sutton in Marketing.



Assistant Engineer/Assistant Team Leader – Nottingham - Level (2.2/2.3)

We have a new vacancy for an Assistant Engineer or Assistant Team Leader within our Railways team at Nottingham.

We require someone to assist in management of projects within the expanding Railways MOU in Scott Wilson Pavement Engineering. Your principal role will be as an Assistant Engineer within a team (reporting to the Team Leader) in charge of project management, technical reviews and reporting of trackbed investigations (likely to be either High Output, Zone or London Underground renewals work bank). You will also be expected to become involved in site work of managed jobs (20% site and 80% office based work), and day to day liaison with the Operations team responsible for planning site work. To ensure good client management, you will also be required to maintain regular client contact, and pursue any opportunities arising for further work.

The person we appoint will have site experience, preferably in Site Investigation or Surveys (PWay, geotechnical or contaminated land), ideally within a railways environment.

Must be able to handle resources within the office to ensure project deadlines are met within agreed budgets. Ability to produce clear, concise technical reports within agreed client remits. (Minimum qualifications will be BEng/MEng with Honours, preferably in Civil Engineering.)

Must have current UK driving license. Relevant safety critical training (PTS) desirable.

Interested applicants for the above vacancy should contact Isobel Belton, Office Manager, Nottingham Office, Tel: 0115 9229098



Project Manager - Derby

We are looking for an experienced and motivated Project Manager to support a major programme of improvements in operational facilities at rolling stock depots throughout the UK.

The successful candidate will have strong technical skills in general railway infrastructure work and will undertake the management of design projects and supervision projects in the railway environment.

Applicants will have a minimum of 7 years relevant experience with a civils, electrical or mechanical background, will be competent in the use of computer design/analysis software and be skilled in the use of project management techniques and procedures. You will have the ability to manage time and allocate resources effectively and be capable of delivering technical solutions under pressure.

Key Responsibilities will include:

- Controlling projects to achieve a profitable outcome
- Reporting the outcome of work promptly and effectively
- Undertaking site visits and surveys
- Producing design drawings (if required) and documentation
- Applying commercial standards in relationships with clients
- Formulating/planning work programmes

If you are interested in this position, please contact Amanda Haines on (01793) 515863 or at amanda.haines@scottwilson.com



Infrastructure Engineer – Plymouth

The Plymouth Office has a vacancy for an Infrastructure Engineer to work on a variety of interesting projects. The candidate should be a Chartered Engineer or an Experienced Graduate with knowledge of highway and drainage design and associated software.

Projects will be mainly located in Devon and Cornwall, but will occasionally be in other parts of the UK.

This is an opportunity to live and work in a delightful part of the country where the quality of life is exceptional, the climate is mild, housing costs are modest and education standards are good.

If this vacancy is of interest, please call André Evans or Chris Taylor in Plymouth office for a chat in the first instance.



Project Manager - Basingstoke

Job Purpose. To provide project management, design management and procurement management for a range of projects, of varying sizes, involving the built environment.

Core Responsibilities. Taking full responsibility for projects and ensuring completion on time, within budget and meeting the Clients' requirements

PERSON SPECIFICATION:

Knowledge Required. Experience of project management and design management in the built environment.

Qualifications required. Chartered Engineer. At least 5 years proven experience of managing projects. Driving licence.

Skills required. Excellent communication, organisational and leadership skills. Ability to co-ordinate the activities of numerous and diverse groups of people. Proven ability to work on individual projects and at programme level. Computer literacy – MS Word, Excel and Project.

Personal qualities. Willingness to work on their own, or as part of a larger team of managers. Ability to represent the Firm at senior levels.

For more information on this vacancy, please contact Sophie Shillinglaw in Basingstoke, HR.



Senior HR Administrator, Basingstoke Part Time (25 hours, Mon-Fri)

Job Purpose:

Provide HR administration and systems support for New Division.

Core Responsibilities:

1. Responsible for the provision of all New Division HR administration services with assistance from two other HR administrators.
2. Supervisory responsibility for the two other HR administrators
3. New Division HR systems (Compel, Pathways + etc) key user

4. Facilitate data audits and produce monthly headcount & ad-hoc statistical reports
5. Liaison with internal accounts, IT and payroll functions to ensure continuity of service delivery.
6. Prepare information for monthly communiqué
7. Production and co-ordination of data for salary reviews
8. Responsible for checking of New Division payroll information each month
9. Responsible for administering overseas contracts and work permits

Person Specification:

Knowledge, skills and experience required:

- Very strong administration experience
- Systems experience
- Expert user of Microsoft office packages
- Numerate
- Strong analytical skills
- Excellent attention to detail
- High work standards especially accuracy

Qualifications required.

- Educated to A level standard or equivalent

Personal qualities.

- Flexible, friendly and approachable attitude and outlook
- Able to "multi-task"
- Able to build effective team working relationships with colleagues and customers
- Ability to work with minimal supervision and juggle priorities under pressure

If you are interested in learning more about this vacancy please contact Diane 'O' Sullivan or Sophie Shillinglaw, HR Basingstoke.



Highways Engineers - Glasgow - Levels 3.2 - 4.2

We are enjoying continued success in the Scottish market, expanding our already comprehensive portfolio of major roads schemes. We are already acting both as Employer's Agent and Contractor's Designer on several Scottish Executive and local authority schemes and have recently been awarded:

A8000 Upgrading
Scottish Executive MFA - five schemes.

We are also engaged on several highways projects in Northern Ireland and the North of England.

We are looking to recruit Highways Engineers at a senior level with technical and management skills. Reporting to a Technical Director and liaising with Clients, you will be responsible for leading Highways design teams and co-ordinating other disciplines and sub-consultants towards

the successful delivery of projects at all stages, from inception to construction.

If you are interested in this position please contact Alan Frew in Glasgow office - Tel 0141 332 2258.



Business Administrator (Project Based) London

Key Responsibilities:

Administration

- Email/Project mailbox administration and filing (MS Outlook system)
- Electronic diary coordination
- Production of all reports, tenders and proposals
- Production of PowerPoint presentations
- Manage production of Expressions of Interest (EOIs) and Proposals and coordinate input
- Produce and administer Agenda and Minutes of meetings
- General administration/team support

Financial (Full training on financial accounting system provided)

- Invoicing
- Credit control
- Analysis and distribution of Budget Forecast Sheets, highlighting any movements to Project Managers and uploading information onto Accounting system on a monthly basis. Information Management
- Maintenance of all electronic and paper based filing systems
- Completion of all relevant QA forms for all projects and business development activities and update as necessary. Ensure compliance with the QA system
- Maintain and regularly review research/library information (hard and soft copy)

Person Specification

Experience:

- Administrative/Secretarial functions
- Document control
- Research and knowledge sharing
- Business development awareness
- Understanding of business operations from a financial standpoint

Knowledge/Qualifications:

- Relevant Business Qualification e.g. HNC/OND or minimum of 5 years of relevant Administration experience

Professional Skills:

- Computer literate to Intermediate/Advanced level in Word, Excel, PowerPoint, and Outlook; Knowledge of

Microsoft Visio or similar drawing package and Adobe Acrobat an advantage

- Financial Management – experience with financial packages would be useful (training in use of company package (Progression) will be given).
- Highly organised
- Good time management
- Strong interpersonal skills
- Strong communication skills both orally/written

Behaviours/Competencies:

Proactive	Attention to detail
Assertive	Adaptable/Flexible
Self Motivated	Enthusiastic &
Conscientious	Objective
Forward thinking	Receptive to change
Ability to withstand pressure	Initiative
Team Player	Persuasive

If you are interested in this position please contact Sophie Shillinglaw in HR Basingstoke or Caroline Brock in the London office for further information.



Quantity Surveyor

Location: Bath, UK

Status: Full Time (Temp To Perm)

An experienced Quantity Surveyor is required, initially for six months with a possibility of extension up to 5 years. The candidate will assist Scott Wilson's project team at the Combe Down Stone Mines at Bath. This is a very interesting high profile project where we are stabilising and infilling the old mine workings below a residential area, principally using foamed concrete.

The successful candidate will preferably have experience of working underground alongside Engineers and Surveyors. The position is based at our offices on site, but visits underground will be needed hence candidates should be fit and healthy.

Candidates should be capable of producing accurate quantities and combine them into clear and concise factual reports and payment certificates. The ability to work with minimum supervision and the use of own initiative are key attributes for the role.

Further details on the project can be found at: www.bathnes.gov.uk/combedownstonemines

If you are interested in this exciting opportunity, please contact John Pilcher, in Ashford office.



For Sale & Wanted



For Sale: White Renault Clio 1.2RL Paris. 3 door, petrol. R reg (1998). Low mileage (37,000 miles). 12 months MOT (to 27th January 2005). Taxed until May 2004. Good condition. Genuine reason for sale. - £2000 o.n.o.

Please contact Fiona Milne, Basingstoke x 435.



Obituary

Douglas Thorp

from Chris Sketchley [Basingstoke]

It is with regret that I report the death of Doug Thorp in early December 2003 at the age of 81.

Doug began his professional career in 1950 when he joined Scott & Wilson after graduating from Durham University. From 1941 to 1947 he was commissioned in the Royal Horse Artillery and served in both Europe and the Far East.

He worked chiefly in the field of structural engineering and was closely connected during the 1950s with the construction stage of the Aswan Dam Hydro Electric Scheme. His next major project was Dungeness 'B' Nuclear Power Station. There then followed a long line of prestigious building structures both in the UK and overseas including Coutts Bank in the Strand; Whitgift Shopping Centre in Croydon; King William Street House and London House both in the City of London; the refurbishment of Devonshire House, Piccadilly; St Johns Shopping Centre, Liverpool and Dhekelia Power Station, Cyprus.

He became a partner of SWKP on 1 May 1976 and retired from the firm in 1987.

His long (30 year) and successful association with client Land Securities was very important to both him and the firm, and culminated in them appointing him, after his retirement from SWKP, as Chief Resident Engineer on Grand Buildings, Trafalgar Square. During this time his site offices were burnt down while the Poll Tax Riots were in full swing in Trafalgar Square!

Doug was a very private man regarding all family matters. He leaves his wife, Patricia, their four sons and eleven grandchildren. His grandchildren took active roles in Doug's funeral which was held at Mortlake Crematorium on December 10th.

Items for inclusion must be received by

5 pm on Mondays

e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:

angela.lowle@scottwilson.com

(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***

Attention All Staff



Scott Wilson Moving Up The Ladder from Caroline Sutton [Basingstoke]

International journal "Engineering News – Record ENR" has just produced its annual tables for international performance. Of the 200 International firms that were ranked 12 only were UK based and Scott Wilson itself has improved its previous years performance in all three categories it entered.

The Top 150 Global Design Firms

Companies are ranked according to total revenue for design services. Scott Wilson moved from 88th place to 67th!

The Top 200 International Design Firms

Companies are ranked according to revenue for design services performed on projects outside the home country, which ENR consider to be the UK for us. Scott Wilson moved into 46th place from 50th.

The Top 25 International Design Firms in Transportation

Companies are ranked according to revenue for design services performed on transportation projects outside their home country. Scott Wilson reached 17th place.

We know that we continued to grow in 2003 and 2004 so we hope for even better rankings next year – long may the upward movement continue!



Scott Wilson Railways Invoicing

From John Davies [Chief Accountant, Basingstoke]

Would all project managers please note that invoices to SWRL Swindon should be sent for the attention of Peter Crane, who oversees the purchasing function; NOT the individual project managers to whom they have been addressed up until now. This should greatly expedite processing.

In addition, Scott Wilson Railways Scotland Ltd ceased to exist with effect from 1st May 2003 as it was wholly integrated within SWRL; therefore SWRSL should not be billed - invoices should be addressed to SWRL, again for the attention of Peter Crane.



Corporate Draughting Standards New SWIMS Draughting & CAD Manuals Now Available.

From Mike Clarke [Swindon]

During recent months teams from various divisions within the Group have reviewed the Corporate Draughting Standards and produced additional documentation for controlling the production of CAD drawings using MicroStation and AutoCAD. These documents are as follows:-

Document DM - Draughting Manual
MicroStation – Standard Methods and Protocols
AutoCAD – Standard Methods and Protocols
AutoCAD – SWIMS Menu User Guide.

The objective of these documents is to define a mandatory corporate standard for the production, presentation and administration of technical drawings and to ensure that these drawings conform to consistent and uniform standards throughout the Group.

All documents have been approved by SWIMS and are released for immediate use. The controlled copies can be found on the Intranet at the following location http://intranet/pontifact/cadd/cadd_index.asp. All new projects, which involve the production of technical drawings for, or on behalf of Scott Wilson, shall conform to the standards laid down in these documents.

Electronic copies of approved corporate symbols and drawing templates have been produced for use in both MicroStation and AutoCAD formats. AutoCAD format symbols & templates may be downloaded from the relevant CAD area on the Intranet. For details of the corporate MicroStation V8 Workspace please contact Mike Clarke (Railways Division, Swindon)

An AutoCAD corporate menu system has also been developed to provide easy access to symbols, templates and corporate routines. All AutoCAD users are requested to ensure that these menus are installed on their workstations. The files needed to install these menus may be downloaded from the AutoCAD area on Pontifact. Detailed instructions regarding installation and use are given in the AutoCAD - SWIMS Menu User Guide.

For further information or support regarding these standards, please contact the following people: -

- Mike Clarke (Swindon) – Document DM & MicroStation SMP
- Phil Machin (Basingstoke) – Document DM & AutoCAD SMP
- Steve Penfold (Basingstoke) – AutoCAD – SWIMS menu system



Changes of Address

Scott Wilson Business Consultancy is now at:

Greencoat House
 15 Francis Street
 London
 SW1P 1DH
 Tel: +44 (0)20 7798 5200
 Fax: +44 (0)20 7798 5201
 ✉ consultancy@scottwilson.com



Warsaw office also has a new address:

Scott Wilson
 17 Rejtana St
 02-516 Warsaw

 tel: +48 22 542 41 80
 fax +48 22 542 41 81

(This is the office that was previously Scott Wilson Poland Sp. z.o.o. , ul. Rumiana 69, 02-955 Warszawa)



Cambodia E-Mails

from Iain Snaith [Basingstoke]

Those wishing to contact our Resident Representative in Cambodia, Mark Stevens by e-mail should note the following :-

E-mails WITHOUT attachments should be sent to: swk@online.com.kh

E-mails WITH attachments should be sent to: swkattach@online.com.kh



Integrated Pollution Prevention and Control (IPPC) Consent

from John Hollister [Chesterfield]

I would like to make contact with any UK colleagues in Scott Wilson who have experience of co-ordinating/leading applications for Integrated Pollution Prevention and Control (IPPC) consent, in particular those who are up to speed with the latest Environment Agency Guidance and who have led negotiations with the Agency throughout the consent process.

Please contact me if you have the relevant experience: John Hollister, Head of Planning (Minerals and Waste) Tel. 01246 210 367

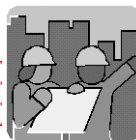


TRAVELLERS

Location	Traveller	Dates
Morocco	Alan Gray	17 - 29 Jan
Morocco	Hany Hassan	17 - 29 Jan
Seychelles	Barry Gore	18 - 25 Jan
Phnom Penh	Iain Snaith	19 Jan-1 Feb
Accra	Hamish Goldie-Scot	26 Jan-11 Feb



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Stirling-Alloa Re-Opening

From Keith Wallace [Glasgow]

It is with pleasure that I share praise from Damian Sharp at the Scottish Executive in a recent letter to our Project Manager, Andy McCracken and to our Environmental Task Manager, Nigel Hackett.

“Last Thursday’s debate in the Scottish Parliament was not just an historic occasion for Scotland, marking as it did the progress of the first Bill ever in Scotland, it was also the culmination of a huge amount of work on behalf of the promoter.....I am grateful for all the hard work that led to the preliminary design and the Bill itself and for the most recent work that led up to the Committee Sessions

in Alloa.....I would be grateful if you could pass on my thanks to the other Members of Scott Wilson's team.

For the record we fielded no fewer than twelve disciplines from five SW offices, in three divisions (Railways, Scotland and New).

Another example of "feeling the power of Scott Wilson".

With our previous success on the two Parliamentary Bills for West Coast Route Modernisation, the Waverley Route re-opening going to Committee shortly, and our success in securing similar work on Edinburgh Airport Rail Link we are at the forefront of railway Bill preparation in the UK.

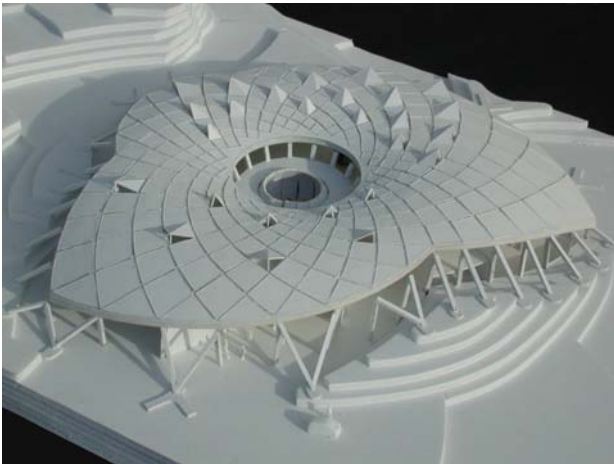
Good News Indeed.



A Year in the Garden of Eden

From Richard Hoyes [Scott Wilson at the Eden Project]

Scott Wilson won the tender to provide Design Management and Site Supervision Services for the next phase of development at the Eden Project in Cornwall in December 2002. After one year working up the design and negotiating a guaranteed maximum price part of the Eden site has been handed over to the contractor and we are in serious danger of commencing construction on the Education Resource Centre.



Nicolas Grimshaw's ERC Model 1

Tim Smit's original brief to Nicolas Grimshaw at the very start of the project was simply to produce the eighth wonder of the world. Just as much is expected of every building and so far £33 million has been raised from public sources for the current phase. To complete another £50 million is required to fund the jewel in the crown of Phase 4; the Dry Tropics Biome and the fund raising team are hard at it.

The Education Resource Centre is to be an exemplar of sustainability and concrete is a dirty word around here with its high embodied energy price tag. Peter Guthrie has been giving expert advice and helping to develop sustainability targets for the project. The building is based on bio mimicry. The roof supporting timber structure has been set out on the basis of Fibonacci spirals with glulam timber beams bending in two directions to realise the shape. A first in UK from what we can establish from our own research and from suppliers.

At the centre of the building, it is proposed to have a 70 tonne Cornish granite 'seed' carved by a local sculptor.



Working days often merge with working evenings, as many of the creative talents around here seem to work better with a glass of red wine in their hands. But there are compensations. Having an office window that overlooks Eden and the sea is one and being able to get tickets for the August Eden sessions is another. Watching Moby perform in concert on a warm balmy evening and leaving the pit at 11pm, full of Bombay Sapphire gin cocktails, with fire dancers performing around the rim was truly magic.



Moves



STARTERS

A warm welcome to:-

Janet Lucas who started at Basingstoke office on 6th January and will be working in the Library on Mondays, Tuesdays and Thursdays only.

Jade Clark who joined the FM team in Basingstoke on 5th January 2004.

Louisa Masterton-Brown who joins London Transportation team as a Transport Planner, she previously worked for Mouchel and Surrey County Council.

Sports & Social



Oxfam Mobile Phone Request

From Debra Power [International]

Got a new mobile this Christmas? Give your old phone a new life by donating it to Oxfam. It could raise £5 or more, which is enough to pay for 5 textbooks for school children in Mali. So please take your unwanted phone and accessories to any Oxfam shop.



Vacancies



**Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.**

Facilities Assistant, Swindon

We have an opportunity for a Facilities Assistant at our Swindon Office. The post will report to the Administration Manager within the Business Management Discipline. The postholder will manage the postal system and provide support to the Administration Manager.

Typical work will include:

- Receiving and delivering external mail
- Distributing and redistributing internal mail
- Dispatching International and Special Delivery Post
- Maintaining stock of printer consumables and paper
- Preparing stationery orders for the team
- Collection and distribution of printing, packages and paper

The successful candidate will have a good standard of general education and a good working knowledge of MS Excel and Outlook. Previous experience of working in an office environment, preferably within a small team, is required.

Candidates must comply with our Drugs and Alcohol Policy. We operate a no-smoking policy in all our offices.

**If you are interested in this position, please contact
Amanda Haines on (01793) 515863 or
amanda.haines@scottwilson.com**



Chief Resident Engineer - Poland - Level 4.1

We have an immediate opening for a Chief Resident Engineer in Southern Poland. The project consists of some 32km of Expressway undergoing new construction, reconstruction and rehabilitation in variable terrain. The project is likely to extend for a minimum of a further 4 years.

Knowledge of FIDIC is a pre-requisite and Eastern European experience would be an advantage.

Engineer - Poland - Level 4.1

We also have potential positions for senior candidates who are suitable to act as the Engineer on major road projects in Poland.

**Candidates interested in the above two vacancies
can contact Lance van Dyk or Brian Empringham
at the Basingstoke Office (01256 461 161)
and/or send their CV's by email to
lance.van.dyk@scottwilson.com**



Office Administrator - Bulford Camp, Tidworth, Wiltshire (Full Time)

Our EWC office at Bulford Camp provides professional and technical support to Property Managers on matters of building structures and engineering services.

We currently have a requirement at this office for a versatile Office Administrator to work full time.

The role will include the monitoring and checking of invoices, typing and collating reports, record keeping as well as general administration duties.

The ideal candidate should be numerate and have GCSE standard education, be able to work effectively under pressure and be customer focused. Good administrative skills are also required to handle the procedures and disciplines of this office and you should be able to operate competently and efficiently with Microsoft Office and other database and spreadsheet packages.

If you are interested in applying for this position, please contact Sophie Shillinglaw in Basingstoke HR.



For Sale & Wanted



For Rent: A spacious room with double bed in shared house for rent. Close to Basingstoke town centre with car parking, kitchen + good facilities, TV/lounge area, phonenumber, shower/bathroom and friendly atmosphere! £350 pcm including all bills apart from phone bill.

Please contact Alistair Bentley on Basingstoke ext 545 or 07745029528 for a tour/questions

Journey share needed

Journey/car share needed from Hythe (Kent) to Ashford office. Have recently lost mine and need find another. Willing to split costs.

Please contact Alex Spencer at Ashford ext 359.

Available: Large extensively renovated farmhouse situated in a small hamlet, but with good links to motorway, in southern Brittany. Sleeps 11/12, heated private fenced pool, five bedrooms (2 double, 2 twin and 1 triple family room with en-suite), modern fully fitted kitchen, further bathroom and shower room, lounge with TV, video, games, patio with pergola, bbq, bikes, large fenced garden with swing, views over farmland and half hour from coast, near golf courses, walking, cycling etc.

Available **except** for mid July-mid September. From £600 per week. Contact Anne Seager on Basingstoke ext 584 or look at www.bodrain-farmhouse.co.uk.

Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowl@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted
in .jpg format or similar**

**Please note that details for Travellers section
need to be received at least a week
before the planned travel.**

Attention All Staff



SWIMS & THE INTRANET - NEWS UPDATE

from Phil Wells [London]

As it is the start of the New Year we thought that it was appropriate to provide an update about some of the recent developments with SWIMS and the Scott Wilson Intranet.

Firstly, for the last two years the SWIMS Implementation Team (SWIMSIT) has consisted of Sue Moore (Project Management, Basingstoke) and Phil Wells (Railways, London). Sue Moore is now on maternity leave for the next 6 months, and has been replaced by Matthew Walker, from Project Management at Basingstoke. We will continue to meet regularly to review SWIMS and monitor feedback in the usual manner, and meetings will be held every 3-4 weeks depending on current issues.

Secondly, the PCM forms on the Intranet have now been converted from pdf format to Word and Excel, to make them more user friendly and easier to access. These are the same forms as those which sit behind the SWIMS icons so people have the choice as to their preferred access route.

A related comment is that it is important that staff do not take uncontrolled copies of SWIMS forms and save them in personal or non-standard directories. Whilst we have full control over the Intranet, SWIMS icon and public folders, we are unable to control individual directories and servers so there is a risk that templates would not be updated when changes are made. It has been noted that some SWIMS forms that have been placed in templates directories, so that they can be accessed by using File/New/Templates in either Word or Excel, have not been authorised as a controlled system and should not be used. When SWIMSIT makes controlled revisions to forms behind the SWIMS icon or on the Intranet, these other templates do not get revised so if anyone knows the history of these please let us know.

Thirdly, the Intranet continues to be revised and updated. Examples include the Telephone list and Scott Wilson offices address list which are contained under the "Contact List" heading in the title bar, the link to the new CADD site under Discipline Procedures at Level 3, and the changes and revisions that occurred to the Level 1 sections before Christmas.

Next, a review is currently underway to progress the removal of the old "Q" forms from the system. The majority of these forms have been superseded by SWIMS forms within the Project Control Manual, Health & Safety Policy Manual, and Quality Manual. However, there are a few that have slipped through the net, and offices will be contacted in the near future regarding which forms can be deleted and which need to be included within SWIMS.

A further process that is underway is the recruitment of a Group Business Process Manager, as part of the restructuring and harmonisation of the Safety, Quality and Environment functions within the group. For details of these items, see Scottlight Issue 424 dated w/e 5th December 2003.

Finally, both Matthew Walker and myself have been involved in the initial discussions relating to improvements and/or wholesale review of the SW Intranet. We have passed on some of the feedback that the SWIMSIT team has received relating to ease of use and layout of the Intranet site, and the end goal of the Intranet revision from our perspective is to encourage and facilitate the wider and more efficient / effective use of SWIMS on-line. If any of you have any specific issues that you wish to be considered by the review team please let us know so that they can be included.



Scott Wilson Office Addresses (Yellow Pages) Now On the Intranet

from Angela Lowle [Basingstoke]

Details of Scott Wilson offices worldwide and contact details for Level 5 Executives worldwide can now be found on the Intranet (under the Contact List heading on the title bar). Please let me have any updates for these lists.

These details were formerly issued as the Scott Wilson Directory (also known as the 'Yellow Pages'). In future they will not be issued in hard copy.



Scott Wilson Scotland Ltd
Public Holidays 2004
 from Jim McCafferty [Glasgow]

The SWSL offices will be closed for the following Public Holidays during 2004 - 2005

Easter	Fri 9 April Mon 12 April
Queen's Birthday	Mon 31 May
Glasgow Fair	Mon 19 July
September Weekend	Mon 27 Sept
Christmas	Mon 27 Dec Tues 28 Dec
New Year	Mon 3 Jan Tues 4 Jan

A decision will be taken later in the year concerning the traditional closure between Christmas and New Year but it seems likely that the offices will be closed for leave on 29, 30, 31 December 2004.

Local arrangements for trades holidays and regional variations will be made in Edinburgh, Inverness and Newcastle.

Any member of staff required to work on critical projects during any of the foregoing dates should agree special arrangements with Directors.



Scott Wilson In Lithuania
 from Derek Holden [Swindon]

Scott Wilson now has a full time presence in Lithuania. Giedre Radzivonaite is Scott Wilson Railways' Lithuanian Representative and Deputy Project Manager for its two year Power Supply Construction Supervision project funded by the EU ISPA fund.

Based in Vilnius, Giedre was originally engaged by Eddie Hawes as Project Administrator for SWR's earlier Signalling Project in Lithuania. The success of this project resulted in SWR retaining Giedre to help us to secure our current project. Giedre is now a full-time employee of SWR. She has a BBA (Hons) in management and business administration from Vilnius University and is currently studying for an MBA.

Should you be considering project work in Lithuania, please ensure you contact Giedre on: giedre.radzivonaite@scottwilson.com



"And the Winner is ... Scott Wilson"
 from Caroline Moore (Basingstoke)

Marwan AL-Azzawi from the Glasgow office has won the 2003 Annual Award for Excellence in Transport Policy and Planning from the Institute of Logistics and Transport (ILT). The Awards are designed to recognise achievement, and to encourage the highest standards and a professional approach to the practice of Logistics and Transport.

Marwan was awarded the top prize in recognition of his work in developing and successfully applying the National Land-use/Transport Analysis Model (NALTRAM). This is the UK's first nation-wide land-use/transport model, which models both passenger and freight transport. NALTRAM is an integrated demand, assignment and evaluation model, and contains transport networks and analysis capabilities for rail, road, bus, ferry, air and land-uses.

As well as designing and developing the new model, over the last 18 months he has successfully used NALTRAM on various projects. These ranged from small-scale facilities to nation-wide multi-modal transport initiatives and include road, bus, rail, ferry and air for both passengers and freight.



Marwan (centre) receiving his award

My colleagues and I in Basingstoke nominated Marwan for this award, for which he was shortlisted as a finalist, beating off stiff competition from five other finalists including representatives from Local Governments and Passenger Transport Authorities.

The prize was presented to Marwan at the ILT's Awards Dinner on 11th November at the London Marriott Hotel in front of over 430 guests, dignitaries and the media. A number of us attended the awards dinner to give our support to Marwan including Keith Wallace (Glasgow), Anan Allos (Basingstoke), Saf Ballout (London), Simon Hindshaw (Poland) and myself. It was made even more satisfying as we had invited clients from Transport for London (TfL), GB Railways and National Express who witnessed the event.



Anan Allos, Saf Ballout, Simon Hindshaw
Marwan Al-Azzawi, Michael Schabas,
Caroline Moore, Keith Wallace

All in all, it was an evening of good food, good drink and good company, culminating in Marwan winning the top award for Transport Policy and Planning. The photographs show Marwan receiving his award and the Scott Wilson staff and guests sharing his moment.

If anyone is interested in finding out more about NALTRAM, a summary paper is available from Marwan, Tony King or myself.



**2003 Bentley International User Conference
- Baltimore, USA**

Scott Wilson Railways, Mike Clarke, Short listed for Bentley Technology Manager of the Year Award at Bentley Gala Awards Dinner
from Caroline Sutton [Basingstoke]

Each year Bentley Technology Users from across the world gather in the USA to take part in the Bentley International User Conference. The event, which last year took place in Baltimore, allows users and Bentley's own developers to meet and exchange ideas and experiences across a wide variety of engineering disciplines.

During the week Bentley hosts a gala awards dinner to celebrate innovative use of Bentley Technology in fields such as Civil and Structural Design, Transportation Engineering, Geospatial modelling and best use of Visualisation Technology. In 2003 users from Europe once again won most of the awards on offer!

In 2002 Bentley also established an award for Technology Manager of the Year, presented to an individual who has made significant contributions to the advancement of engineering management through the use of Bentley technology. We are pleased to announce that in 2003 Mike Clarke, CADD Development Manager for Scott Wilson Railways, was included in a shortlist of 3 for this coveted prize.

Mike has worked for Scott Wilson since 1998 and in 2002 became CADD Development Manager for the whole Railways Division, providing support, training, development and project direction to over 200 CADD users across seven UK and European offices. He has successfully deployed revised Draughting and MicroStation V8 CADD standards which provide an improved installation of MicroStation, customised menus and tools allowing the CADD user to be more efficient and accurate in the use of corporate standards.

Moving to MicroStation V8 was a significant step for the Railways Division involving major changes and improvements to the way in which MicroStation operated, including for the first time a brand new MicroStation file format. Simply deploying the new software without adequate training would have caused major disruption and confusion to the teams. To ease this implementation, Mike gained accreditation as a Bentley Institute Trainer. This gave staff access to accredited Bentley training courses, specifically tailored towards the way Scott Wilson operate.

Mike has since trained nearly 200 staff in MicroStation and the new corporate standards. This has improved efficiency, quality and understanding of the software, corporate standards and presentational requirements.

Another benefit for Scott Wilson is that the training courses are significantly cheaper than those hosted by third Party trainers, saving the company in excess of £45,000 over the year.



TRAVELLERS

Location	Traveller	Dates
Thailand & Laos	Chris Grant	24 Jan-5 Feb
Iran	Andrew Thick	23 Jan-2 Feb
Morocco	Peter Illes	24-29 Jan
Morocco	Tony Miller	24-30 Jan
India	Peter Garratt	27-31 Jan
Addis-Ababa and Lilongwe	Colin McKenna	28 Jan-8 Feb
Krakov, Poland	Brian Empringham	2-7 Feb
Hong Kong	Iain Calder	returns 9 Feb



Innovation Discussion Forum
from Sheila Clegg [C, Manchester]

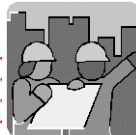
The following subjects have been recently listed in the Discussion Forum on the SW Intranet Innovation & Best Practice Site:

Subject	Author
Automated SWIMS forms anyone?	Nick Wordsworth
End-of Project Reviews	Jenny MacDonald

Subject	Author
Knowledge Management	Nick Wordsworth
Forms	Andrew Evans
Expense Claim Forms	Andrew Evans
SWIFT topic of the week	Paul Bailey



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Scott Wilson Wins A 3 Year Commission For The Metropolitan Police
from Caroline Sutton [Basingstoke]

Scott Wilson has recently been awarded the commission to manage, design and carry out consultancy works on FM maintenance and improvement works for the Metropolitan Police. The Metropolitan Police estate has in excess of 190 operational buildings including prestigious sites such as New Scotland Yard together with over 900 houses and flats. Over £45M of works are forecast during the commission period.

This 3 year contract will involve a dedicated multi-disciplinary Scott Wilson team working with the client to deliver:

Programme, cost and quality control
Revenue and capital savings on the estate

The team covers building surveying, architecture, contract and cost consultancy, mechanical and electrical engineering, structural engineering, health and safety, project management and will also be providing scenes of crime support.

The client will also enjoy access to over 2000 Scott Wilson staff based in offices throughout the UK covering a wide range of professional disciplines.

Mr Hill of the Metropolitan Police's Property Services Department said, "Scott Wilson have demonstrated a breadth of skill and experience that will be essential as we address the backlog of major maintenance within the Metropolitan Police estate over the forthcoming years. We are pleased to be working with them as we jointly meet the challenges this will bring over the next 3 years".

Kim Candler, Scott Wilson Director, said "Winning this commission is a significant achievement. I am very pleased to build on our previous successful work with the Metropolitan Police and demonstrate our passion to deliver high quality FM services."

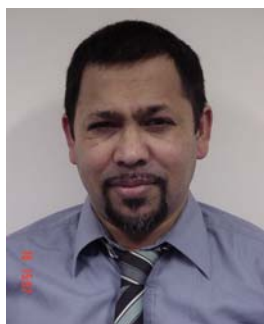


Moves



STARTERS

A warm welcome to:-
Dr Suran Warnakulasuriya
who joined Water Central, Mansfield office (New Division) on Monday 24th November



Suran joins us as a water engineer (with experience in clean water and wastewater) from consultants, Fenland

Hydrotech in Northampton His areas of specialism include buried pipelines, sewage and water treatment, numerical modelling and hydraulic engineering. Suran hails from Sri Lanka where he gained his first 9 years professional experience in civil engineering and is a chartered engineer (Sri Lanka) and member of the Institute of Engineers (Sri Lanka). He came to the UK in 1993 and studied at the University of East London obtaining a PGD in Civil Engineering, an MSc in Civil Engineering and a PhD in Soil Structure Interaction of Buried Pipes. Suran is currently applying for

Membership of CIWEM and plans to apply for Membership of ICE.



Scott Wilson Pavement Engineering (SWPE) has recently appointed **Dr Rebecca Hooper** to support its growing materials consultancy in concrete and cement-bound materials.



Rebecca previously worked for WRAP (the Waste and Resources Action Programme) where she established AggRegain (the recycled and secondary aggregates website), set up the WRAP Aggregates Forum and delivered training concerning the new European Standards for Aggregates.

Rebecca brings 10 years of experience to SWPE, working as a materials specialist in a variety of industry sectors including paper, glass and ceramics as well as construction. In addition Rebecca has extensive knowledge concerning the use of recycled and secondary aggregates in construction and has published widely on concrete durability with particular expertise on specification to minimise damaging alkali-silica reaction (ASR).



Scott Wilson Appoints Head of Built Heritage

Andrew Harris has joined the Leeds Office of Scott Wilson as Head of Built Heritage with a remit to expand the service throughout the Company. Andrew joins from CgMs Consulting in London where he was Senior Associate Director - Historic Buildings.



Andrew is an archaeologist by training and has spent his entire professional career in the architectural and archaeological analysis of buildings. As Built Heritage consultant Andrew is able to advise clients on issues relating to listed and historic buildings as well as conservation areas and other historic places. He has considerable experience in this field and is equally able to advise on development as well as restoration projects.

Andrew's key skills are in the analysis of historic buildings, identification of significance, planning and listed buildings, conservation areas. He has particular

experience in the research and preparation of Conservation Plans, Building Management Plans and input to Environmental Statements and has appeared as expert witness at many planning inquiries.

Andrew's strength is being able to identify the heritage value of sites and to promote development proposals through all stages of the planning process, identifying both opportunities and constraints and specifying works for intrusive investigation and building recording.

Andrew is happy to present the service to any interested gathering and to feed into bids and tenders when needed. Please feel free to contact Andrew or Lisa Wisniewski in the Leeds office on 0113 246 1844 for further information.



Philip Crichton Joins the Leeds Office as Principal Landscape Architect

The Leeds office is pleased to welcome **Philip Crichton**, who joins as Principal Landscape Architect and Team Leader for the landscape team.



Philip brings a wealth of experience to the company including transport corridor landscapes (light rail/road), urban design, rural landscape, housing and industrial landscapes. He has also acted as expert witness on a number of public enquiries and planning appeals.

Prior to joining Scott Wilson Philip worked as a member of the Core team for Leeds Supertram, a major Urban Light Rail project providing crucial advice to other disciplines on a range of landscape and urban design issues. He is currently undertaking detailed landscape design for the commercial regional airport at the former RAF Finningley near Doncaster and work on the recently awarded Heritage Lottery Fund project, 'The Walks' in Kings Lynn (see next weeks ScottLight for details).

The landscape team comprise:

- Phillip Black - Senior Landscape Architect
- Rebecca Condillac - Consultant Landscape Architect
- Adam Jones - CAD and GIS Technician
- Dylan Turner - CAD and GIS Technician

If you are interested in the skills Philip can offer or would like further information on the team please contact Philip or Lisa Wisniewski in the Leeds office on 0113 246 1844.

LEAVERS

Goodbye and Good Luck to:

Ariane Saussin, Graduate Engineer, who left Water Central, Mansfield office (New Division) on Friday 16 January.



Sports & Social



27th New York Cycle Tour May 2nd 2004

from Stuart Robson [London]

Fancy a change from the usual charity bike rides?

I currently have four spare 'VIP' passes for this year's ride; these allow you to start at the front of 30,000 riders side by side with the NYPD cycle team, plus other little privileges along the way. You will need to make your own travel and accommodation arrangements, plus ride entrance fee.

I am raising money for Barnado's and would be happy to exchange the passes in return for a donation to this cause.

More details about the ride can be found on the website
www.bikenewyork.org



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

HR Officer, Glasgow/Edinburgh

This new role has been created to drive and support HR activities in our Scottish business, which now employs almost 200 people. It's a fantastic opportunity to branch out and take on wider responsibilities – working autonomously to support our local management team in general HR matters and managing a varied list of HR related projects. As an important member of the UK HR community, you will also be expected to contribute to developing and driving our strategic HR initiatives in Scotland.

With at least two years' generalist HR experience, you'll either have, or be working towards, your CIPD qualification. Enthusiasm, flexibility and a passion for excellence are also key personal attributes we expect.

If you are interested in this position, please email your CV to: lynda.skipper@scottwilson.com



Principal Engineer – 4.1, Basingstoke

Due to an expanding workload, the Highways and Infrastructure team in Basingstoke seek an experienced, highly motivated Chartered Engineer to lead project teams in the Infrastructure group.

To be successful in this role you will have 10 years experience in the project management of highways and infrastructure schemes, and have relevant design experience of both Private and Public sector infrastructure projects. You will have to be commercially astute and be able to ensure projects are effectively managed to ensure they are delivered to meet deadline and remain within budget. Naturally there will be plenty of client contact and you will need to be able to respond to client demands as appropriate.

Your technical competency needs to be matched by your strength of personality and ability to manage teams effectively. Effective communication skills and the ability to lead and mentor less experienced members of the team are therefore essential. You will also need to possess good time management skills and have the ability to work under pressure.

**For an informal discussion please contact
Sandy Burrell in Basingstoke on ext 396**



Senior Engineer - 3.2, London

A Chartered Senior Engineer is needed to play an active role in the busy Highways and Infrastructure team currently based in Victoria Street.

Technically you will already possess several years highways experience as a large proportion of the work involves highway design in urban areas. If you possess drainage experience and/or have gained experience of statutory authorities so much the better. You will have a sound commercial background and be able to project manage to meet deadlines and remain within budget. You will also feel comfortable liaising with clients and responding to their needs.

Reporting to the Principal Engineer in this team, this role is likely to suit someone eager to progress and secure their first experience of supervising individuals and assuming increased levels of responsibility in ensuring key deliverables are met.

**For an informal discussion please contact
Mike Grimmel in Victoria Street, London.**



Airport Opportunities – Levels 2 & 3, Basingstoke

The Airports team in Basingstoke are currently looking for individuals with experience of working on Airport projects. Applicants should have suitable relevant experience of working on, for example, operational airport projects, preparation of contract documentation and be familiar with traditional construction practice.

If you feel you have the appropriate experience and would like to find out a little more information please contact Alan Campbell in Basingstoke on ext 302 for an informal discussion.

**If you wish to be considered for any of the above
vacancies please ensure you advise your Line
Manager of your intentions, before submitting your
CV to Sophie Shillinglaw, Senior HR Advisor,
Human Resources in Basingstoke**



Graduate Ecologist

A Graduate Ecologist is required to join Scott Wilson, based in Edinburgh. Working under the direction of the Principal Ecologist, you will be expected to provide support to the existing Ecology team on a wide-range of

projects. Tasks will include research, assistance with report production, providing administrative support and field survey.

The ideal candidate will have a first degree in Ecology or a related subject, be motivated and well-organised, and prepared to work towards full membership of the Institute of Ecology & Environmental Management. Knowledge of agricultural practices in Scotland and/or field identification skills would be desirable.

For further information contact Sue Bell in Edinburgh office, sue.bell@scottwilson.com. Applications (by email) should include a CV and highlight your ecological experience, and be received by Sue Bell before 2nd February 2004.



GIS and Information Systems Division Graduate, Basingstoke

We are seeking to recruit a GIS Graduate with relevant experience.

Suitable candidates must have a relevant degree preferably in Geographic Sciences with possibly 1-2 years commercial experience using standard GIS packages like ArcGIS or Mapinfo.

We are looking for a committed and enthusiastic candidate. The role would suit somebody with a keen aptitude for solving a wide variety of problems as the job may entail working on a number of projects. This person must be able to work well within a close-knit team and to communicate effectively with other technical staff within the Group.

**If you are interested in finding out more or applying
for this position please contact Sophie Shillinglaw,
HR Basingstoke**



Receptionist/Front of House Manager, London, Greencoat House Office

Job Description:

Scott Wilson's Business Consultancy and Policy & Social Development teams are looking for a confident, efficient and experienced Front of House Manager/Receptionist to be responsible for the smooth day-to-day running of their new offices in Victoria.

This is a responsible job and central to the success of our operations. The ideal candidate will have at least five years experience in a similar role (or 3 years experience with relevant additional qualifications), possess strong administration and IT skills with exceptional communication skills.

The main responsibilities will be answering the telephone, greeting visitors, ordering couriers, managing facilities such as conferencing and AV requirements, ordering stationery, assisting with filing and archiving as required, managing resource information and office procedural documentation. This candidate will also be asked to manage the job registration system using our accountancy package, for which training will be given. You will work closely with the Operations Manager and provide additional administrative support as required.

This role also requires a certain level of flexibility as there will be times when administration support may be required by our consultants or administrators during busy periods.

Job Purpose:

The role currently exists and is combined with business administrative duties. However, due to expansion of the teams and our recent move to new premises, the operational structure has changed to address the changing needs of the business and the role now concentrates on front of house management.

Core Responsibilities:

- Answering the telephone
- Greeting visitors
- Diary management
- Booking meeting rooms, lunches, hotels, travel, visas etc.
- Ordering stationery
- Facilities management
- Mail registration
- Managing petty cash and expenses and maintain log
- Registering jobs via Progression (our in-house management system), maintaining paperwork and printing off job information as requested
- Library and publications management
- Filing and archiving
- Administrative support to Operations Manager as required

Knowledge & Skills Required:

This candidate must have at least 5 years experience as a receptionist and/or secretary, ideally with some office management/facilities management responsibilities in a busy, professional environment (or 3 years experience with relevant additional qualifications).

- The role requires someone with a clear telephone voice.
- Must have experience of using MS Office and Outlook Email system.

Qualifications required:

- 5 GCSE/'O'Level passes to include English and Maths
- 5 years office experience (or 3 years office experience with relevant additional professional qualifications).

Personal qualities:

- Good communicator at all levels
- Personable with a helpful disposition
- Professional manner and approach
- Excellent time management and reliable
- Proactive and responsive
- Good organisational skills
- Good attention to detail

If you are interested in finding out more about this vacancy, please contact either Caroline Brock in the London Greencoat office, or Sophie Shillinglaw, HR Basingstoke.



CAD Technician, Birmingham

We have an opportunity for a CAD Technician in our Birmingham Office. The candidate will be placed within the Permanent Way unit and report to the Unit Manager. The successful candidate will have the opportunity to gain increased competency of Microstation through self-teaching and onsite training.

Candidates should be qualified to at least HNC level in Civil or Structural Engineering and preferably have a minimum of 4 years experience of computer aided design in a railway environment.

Responsibilities will include:

- Preparing detailed drawings of railway layouts including S&C layouts, general layouts and long sections
- Maintaining appropriate CADD standards
- Seeking ways to improve accuracy and quality of presentation of drawings
- Carrying out tasks to standard as set by CAD Manager

If you are interested in this vacancy, please contact Amanda Haines on 01793 515863 or by email: amanda.haines@scottwilson.com



D&C Engineers, Swindon

We require experienced D&C Engineers at various levels to work within our Construction Management Team.

Senior Engineers

Successful candidates will be responsible for the Project Management and supervision of projects in a railway environment.

Education/Qualifications:

Personal Track Safety certification and preferably COSS certificate

HNC, B.Eng, C.Eng or M.C.I.O.B

Experience:

In depth experience of railway track safety. At least 5 years of rail experience is essential, civils/building.

Assistant Engineers

Candidates will be required to contribute to the work and performance of the Construction Management Section and act as an Assistant Project Manager on small projects.

Education/Qualifications:

BSc/BEng Civil Engineering or BSc/BEng Structural Engineering
Preferably Chartered or approaching Chartered status

Experience:

Up to 2 years experience in civil and structural engineering in a railway environment

For more information on these positions, please contact Amanda Haines on 01793 515863 or by email: amanda.haines@scottwilson.com



For Sale & Wanted



For Sale: BMW R1100RT 1996 P Reg. Glacier Green, 50,000 miles. FBMWSH, tall Screen, Heated Grips, Alarm, Immobiliser, ABS, Owners Handbook and tools, BMW touring panniers and topbox, New front Tyre & Battery, Excellent Condition, 6 months Tax, 12 months M.O.T. Spare screen and rear tyre. - £4,695.

Please contact Nadia Lyubimova, Basingstoke x 330 or email: Nadia.Lyubimova@scottwilson.com



For Sale: Volvo S40 1.8SE R/98 FSH, DSA, Heated seats, rear spoiler, alloys, one owner - £3,250 ono. Transfer overseas forces sale.

Contact Mark Lewis on 020 7620 2445 (office)

For Sale:

Tasco Luminova 675 x Reflector Telescope (unwanted and unused birthday present)

Specifications:

- * Length 900mm,
- * 110mm spherical aluminised mirror,
- * Theoretical maximum 675 x magnification,
- * Optimum usage up to 225 x magnification,
- * Focal length 900mm,
- * 6 x 24 finderscope,
- * Interchangeable 1 1/4in eyepieces with H20mm, H12.5mm and SR4mm,
- * 3 x Barlow lens,
- * Full equatorial mount with fine tracking controls,
- * Heavy duty fully adjustable aluminium tripod,
- * Tasco Skywatch CD-ROM,
- * All boxes and receipts, with 10 year guarantee,
- * Excellent condition.

£150 o.n.o

Please contact Steven Wilson at the AMScott office in Mansfield on (01623)676685 or alternatively on my mobile - 07811 723109



Items for inclusion must be received by **5 pm on Mondays**

e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar

Please note that details for Travellers section need to be received at least a week before the planned travel.

Attention All Staff



UK Employee Survey 2004

From Geoff French [Group Chairman]

Many thanks to everyone who has taken time to complete the employee survey so far. We are delighted with the overall response rate to date.

I would encourage everyone to take this opportunity to provide feedback on a wide range of topics. We are particularly keen to receive your inputs on our activities linked to our Preferred Employer Strategy and our drive to achieve Investors In People accreditation across all our UK activities. The survey is on-line and takes only 10 minutes to complete. The closing date for the receipt of all completed surveys is Friday 30 January 2004 so please act quickly.

If you have not received the survey please contact your HR Manager or Diane O'Sullivan, at Basingstoke office.



Scott Wilson Pavement Engineering Developments in Pavement Design, Maintenance and Materials, China, April 2004

Opportunity For Your Clients To Market Their Products/Services

From Louise M Spry [Nottingham]

Scott Wilson Pavement Engineering (SWPE) will be in China, promoting the latest developments in pavement design and maintenance and materials research, with a series of seminars.

The event offers a superb programme of contributions from experts in the UK, US and China covering a broad range of topics and is attracting many different key personnel and decision makers including:

- Contractors involved in pavement construction and maintenance
- Design and Maintenance Engineers
- Materials Engineers
- Managers and Technical Directors

Would any of your clients be interested in sponsoring this event as it is a superb opportunity to market their

related products/services! If so, please contact Louise Spry on 0115 9229098 or email:

louise.spry@scottwilson.com



Integrated Sustainability Management

from Mark Watson [London]

As part of New Division's increasing drive to develop its Environmental Management, Sustainability and Corporate Social Responsibility (CSR) services, I accepted an invitation from the Danish Standards (DS) Institute in Copenhagen to give a presentation on Integrated Sustainability Management Systems. Having already worked alongside the Institute as part of Scott Wilson's recent work for the European Commission on best practice in environmental management in Small and Medium-Sized Enterprises (SMEs), and during my time at Danish consultancy Carl Bro a/s, I spoke at a national conference examining the development and implementation of integrated management systems.

At present in Denmark work is ongoing to develop a new Danish Standard for Integrated Management Systems which, it is hoped, will enable Danish firms to bring together their Health & Safety (OHSAS 18001), Environment (ISO 14001/EMAS), Quality (ISO 9001) and CSR (SA 8000/AA 1000) management systems and manage them in a more streamlined, efficient manner. Well-known Danish companies such as Carlsberg, Lego and Novo Nordisk are at the forefront of this development and are currently testing a number of approaches to integration, the results of which will be fed into the development of the new Danish Standard, due for publication later this year. Of particular interest to Danish Standards was my experience gained before joining Scott Wilson as Director of the SIGMA Project, a BSI/DTI venture which aimed to develop new guidelines for organisations to assist them in managing their approach to sustainability (social responsibility, economic development, environmental stewardship) and how the UK's experience could be fed into the new Danish approach.

For further information contact Mark Watson – 0207 976 7766. email: mark.watson@scottwilson.com



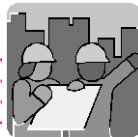


TRAVELLERS

Location	Traveller	Dates
Kunming, China	Robert Spencer	2 Feb-2 Aug
Kunming, China	Mark Watson	5 Feb-5 Mar
Kunming, China	Andrew Scott	6 Feb -19 Mar
Kunming, China	Nicky Hodges	7 Feb-13 Mar
Kunming, China	Ros Coverley	19 Feb-1 Mar
Kunming, China	Richard Noakes	16 Feb-5 Mar
Belgrade	Ida Hawkins	28 Jan-13 Feb



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Success at Portrack

From Mike Hackney [Glasgow]

In the early hours of 27 December, witnessed only by a few bleary-eyed staff from Scott Wilson and Carillion, the first train trundled across the newly opened Portrack Viaduct, which carries the non-electrified G&SW line over the River Nith and its flood plain near Dumfries, Scotland.



This concluded nearly three years of meticulous planning, design and construction to realign 1.6 km of railway line and replace the existing 200metre long Upper Portrack Viaduct and the smaller Lower Portrack Viaduct.

The existing Upper Portrack Viaduct, comprising a wrought iron superstructure supported on masonry substructures, was constructed in 1875 to replace the previous structure, which was destroyed by a flood.

In early 2001 it was assessed by SW and found to have insufficient live load capacity, resulting in a temporary speed restriction (TSR) being imposed on the line, by Railtrack (now Network Rail).

SW considered various options for repairing and replacing the bridge, eventually recommending a realignment of the railway 20 metres to the west of the existing structure, which necessitated a new single span crossing of the river. Environmental issues and aesthetics were a major consideration in the choice of the preferred scheme. It offered Client, Railtrack, the best value for the improvement of the line and long-term operation of the railway, by providing the most favourable combination of cost, speed and flexibility during construction together with minimal disruption to the continuous operation of the railway.

The centrepiece of the new scheme is a 90 metre span, steel through-truss girder crossing of the River Nith, a renowned salmon river. Each truss, weighing 400 tonnes, was erected during night-time possessions of the line during the preceding summer using the world's largest mobile crane. The deck slab is composite with the transverse girders and was designed in accordance with Eurocode EN 1994-2 (draft). The approach viaducts and Lower Portrack Bridge are of half-through construction comprising steel plate girders and composite concrete slab. The architecturally designed hand railing, which incorporates diagonal uprights to mimic the web members of the truss, is formed from specially fabricated GRP sections.

The colour chosen for the bridge is red to contrast with the greens of its rural setting, the blue of the sky and the foamy dark of the Nith below. To compliment the superstructure, red concrete was specified for the supports.

Now, all that remains to be done on site is to demolish the existing viaduct, apart from the last three spans on the north side, which will be converted into a footbridge cantilevering over the river, and complete the extensive landscaping works.

Portrack Viaduct is the largest steel railway bridge to be built in the UK in modern times, and the local realignment of the line represents a major improvement in the operation and efficiency of this important, strategic railway route.

Thanks to all those staff from Scott Wilson and our colleagues in Scott Wilson Railways, who contributed to the success of this major project.

(Fee scale B)



Leeds Office Awarded Commission for the Heritage Lottery Funded Project, 'The Walks' in Kings Lynn
from Lisa Wisniowski [Leeds]

The Leeds office has been commissioned by the Borough Council of Kings Lynn and West Norfolk to undertake the Stage 2 Heritage Lottery Fund (HLF) work to restore and enhance 'The Walks' in King's Lynn.



The historic urban parkland with its tree-lined avenues has been at the heart of the town for almost 250 years and is registered by English Heritage as one of the major historic urban parks in the country.



The services of Scott Wilson have been secured to directly assist the Council in putting together a set of detailed plans for the Stage 2 submission to the HLF by July 2004. The process will involve a large multi-disciplinary professional team, a number of surveys and public liaison, with the Stage 2 bid providing full details of the proposed restoration and enhancement programme.

The multi-disciplinary project team includes specialists in the fields of landscape design, conservation architecture, arboriculture, water science, hydrology, ecology, archaeology and structural engineering. Sub-consultants include HOK International Architects in London, Davis Langdon Everest in Leeds and Land and Landscape Management.



Congratulations



Congratulations to **Steven Harding** (Edinburgh Office) who has recently qualified as a Chartered Town Planner.



Moves



LEAVERS

Goodbye and Good Luck to:

William Tritschler, Site C & I Engineer, Iran - 6.1.04



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Senior Ports Engineer/Resident Engineer for Eritrea (Placement for approx 16 months)

As part of the three-phased Port Development Programme, the Eritrean Ports Rehabilitation Project (EPRP), financed by IDA, the Government of Italy and the State of Eritrea, is designed to increase substantially the productivity and capacity of the port of Massawa and Assab.

We are seeking a Senior Ports Engineer with a minimum of 10 years postgraduate experience to supervise the expansion and upgrade works to the Port of Massawa, Eritrea.

The suitable candidate should have no less than 5 years experience in a similar position to that proposed, in the design, construction supervision and FIDIC based contract management of Ports or similar marine works. Their experience should include experience in asphaltic concrete pavements, piling, heavy-duty block paving, crane rail construction and electrical installations. Ideally 3 years experience will have been gained in the region of Eritrea or in a similar developing country.

Ports Engineer/Assistant Resident Engineer for Eritrea (Placement for approx 16 months)

The ideal candidate will have no less than 6 years postgraduate experience, of which not less than 4 years experience shall have been gained in a similar position to that proposed in the design, construction supervision and FIDIC based contract management of ports or similar marine works. Ideally 2 years experience will have been

gained in the region of Eritrea or in a similar developing country.

If you are interested in finding out more about these positions please contact the Ports Department, Basingstoke or Sophie Shillinglaw, HR Basingstoke.



Assistant Financial Accountant (Grade 2.2) Based in Basingstoke

We are seeking a part qualified Accountant to maintain the day-day book keeping for Scott Wilson Holdings Ltd. Responsibilities will include maintaining Holding's nominal, purchase and sales ledgers and inter-company invoicing and reconciliations. The suitable candidate will also prepare interest schedules, CT61 and VAT returns and should have knowledge of general reconciliations, Sage and good Excel skills.

If you are interested in finding out more about this vacancy please speak to either John Davies in Accounts, Basingstoke or Sophie Shillinglaw, HR Basingstoke.



For Sale & Wanted



For Sale: Ford Fiesta 1.3 Finesse 3 Door. V Reg 1999, Pepper Red, 15K miles, PAS, MOT to October.
- £2700 ono for quick sale.
Call Melanie Hill in Basingstoke, ext 234.



What's On Your Mind



Scott Wilson Intranet from Alan Gibbs [Basildon]

A suggestion: Some organisations have a "who's who" directory on their intranet. This is very useful to find out about people in the firm - perhaps fax, telephone and mobile telephone number, grade, location, discipline, and even a photo. How about us doing the same?

Likewise, an area on the intranet front page with headline links to company or industry news items could be good, if used sparingly.



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(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***

Attention All Staff



Fraud Alert

from Stephen Kimmett [Basingstoke]

Anyone who receives an email with the subject header *RBS Secure Activation Confirmation* should either delete or ignore it.

The bank's advice is that it may be a potential fraud.



Scott Wilson Internet Facilitation Team Topics on SWIFT Newsletter:

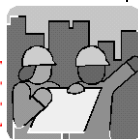
The whole month of February will be about new technologies found on today's latest GSM mobile phones. A backgrounder on the software, applications and standards being incorporated in them.

****Do you have any Information Technology topics you want to appear in the SWIFT Newsletter? Do you have an advertisement you want to publish on the Intranet? Do you have any comments about the Intranet? Do you have any services to offer for Scott Wilson? Would you like us to do some research for you on the Internet ****

E-mail us at: pontifact@scottwilson.com



What's Going On?



Planning Supervisor Goes To Jail!

From Simon Wilkinson [Matlock]

Further to Andre Evans's item in ScottLight Issue 425, the Scott Wilson Health and Safety Team based in the Matlock office are now working for the Prison Service on the first two projects under the new framework commission.

The projects, at Nottingham Prison, involve the construction of a new 180 cell Houseblock and an ancillaries project to improve facilities such as the kitchens, stores, medical centre, fencing, gate house and visits area.



TRAVELLERS

Location	Traveller	Dates
Tunisia, Libya & Turkey	Peter Illes	5-11 Feb
Libya	Rached Boughrarou	6-9 Feb
Turkey	Oz Balaban	9-11 Feb
Kunming, China	Peter Mansell	9 Feb-1 Mar



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

The aim is for the capacity of this 90-year-old, Category B prison establishment to be increased from 510 to 690 inmates.

Scott Wilson Health and Safety are providing Health and Safety/Planning Supervisor services on both projects, with a combined estimated construction cost of £18.5M. Preliminary design work has been on going for the last two months as the projects are on a very tight programme, due to a lack of capacity within the existing prison buildings.

Project Director for the work is Paul Gray (London) and Project Manager is Simon Wilkinson (Matlock).

(Fee Scale E)



Area 3 Maintenance Commission Replacing Big Signs With Bigger Signs!!!

from Graham Law [Basingstoke]

As part of our Area 3 design workload this year Scott Wilson were asked to design replacement 1-Mile Advance Direction Signs (ADS) at 20 locations on the Area 3 network as a beginning to the overhaul of 46 signs on the entire network. The new signs would incorporate the higher grade direction symbols required by the latest version of the Traffic Signs Regulations and General Directions. Our client Mott MacDonald set a budget of £20,000 and design began in June 2003.

The design team of Chek Shin Wong, Justin Liu and Neil Tims, led by Bob Draycott, discovered from the beginning that all was not going to be easy. The signs to be replaced varied in size, location and most importantly foundation. In addition several members of the animal kingdom had made their homes alongside some of the signs and badgers, dormice, bats and EU legislation are not so easy to build round these days!

After a preliminary assessment of all 46 signs a strategy for design of the first 20 was developed.

- Packages of 3, 4 or 5 signs were prepared for different routes.
- Geotechnical base data was obtained from the Geological Society and used to predict the ground conditions.
- Liaison was initiated with Atkins Odlin to ensure that the new foundations could be integrated with current and proposed communications installation.
- Foundation design was systematically carried out using a customised design programme to enable rapid calculations to be prepared.
- Environmental assessments were done and locations of the new signs were changed where necessary to avoid contravening EU environmental legislation.

In August/September the original budget was expanded to £74,000 to do 30 signs and at the end of January Mott MacDonald requested that we increase the number of signs to 40 and extended the budget by a further £23,000 to a current total of £97,000.

Nine of the signs have now been installed or are under construction on sections of the M27 between junctions 1 and 3 and the M3 between junction 9 and 11. The picture shows before and after shots of a sign on the M27 before junction 3.

By next winter all of the signs should be in place, so as you travel around the motorway and trunk roads of the south watch out, an ADS may be changing near you very soon!!!



Before



After



Congratulations



to **Helen Roberts** BSc(Hons) DipTP MRTPI, Development Planner in Basingstoke, on her election to Membership of the Royal Town Planning Institute.



Moves



STARTERS

A warm welcome to:-

Colin Harris who became a permanent staff member from 1 January as Resident Engineer on the Combe Down Stone Mines project.

Kirstin Dodd, who joined as Administrative Assistant on the Combe Down Stone Mines project on 26 January.

Ian Williams who joined as Quantity Surveyor on the Combe Down project on 2 February .

Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Senior Geotechnical Specialist To be based in the Plymouth office, Grade 3.2

Job Purpose:

To provide a geotechnical resource in the Plymouth office and to increase the amount of geotechnical work in the south-west.

Core Responsibilities:

Undertake desk studies, plan and implement ground investigations, geotechnical design and contamination studies, mainly in the south-west but also everywhere; develop geotechnical business in the south west.

Knowledge Required:

Experience in ground investigation, contamination assessment and geotechnical design for development projects.

Qualifications & skills required:

First degree in civil engineering, engineering geology, or geology.
Familiarity with slope stability and other geotechnical programmes.

Personal qualities:

Needs to be able to work independently (as a sole geotechnical practitioner), within the property/development team in Plymouth. Confidence in marketing geotechnics to potential clients in the south west. Ability to spot job opportunities and develop business.

If you are interested in finding out more about this position, please contact either Steve Handsley in Geotechnics, Basingstoke, or Sophie Shillinglaw in HR, Basingstoke.



Graduate Geotechnical Engineer (Temporary and Permanent Placement) - to be based in the Basingstoke office

Job Purpose:

To assist with high work load

Core Responsibilities:

Undertake desk studies, plan and implement ground investigations; undertake geotechnical design (earthworks, foundations, slope stability, retaining walls etc) for a variety of infrastructure and development projects.

Knowledge Required:

Preferably 2-3 years experience in geotechnical design work for a consultancy

Qualifications & skills required:

First degree (civil engineering preferred). MSc in Geotechnical Engineering or Engineering Geology. Knowledge of geotechnical computer programmes (e.g. slope stability).

Personal qualities:

Teamworking and multi-tasking

If you are interested in finding out more about this position, please contact either Steve Handsley in Geotechnics, Basingstoke, or Sophie Shillinglaw in HR, Basingstoke.



Recruitment Requirements for Water:

Associate Level 4.2

We require a dynamic Water Industry Leader with a history of achievements both in managing resources, delivering and winning work. Their background should be in project and programme management with the ambition to progress and succeed to Director level. In addition to an established technical ability the candidate should have strong communication and team leadership skills and have a proven ability to manage complex multi-disciplinary projects within tight budgetary constraints. The candidate should also be able to demonstrate a flair for, and track record in, business development and possess an authoritative command of current issues and initiatives with the industry.

Principal Level 4.1/4.2

We require a Water Industry Design manager with a record of delivering design projects within programme and budget. Their background should be in managing one or more design teams under partnering or other innovative contract mechanisms. They should have a strong track record of commercial success and have experience of motivating teams.

Coastal Engineers - Location: UK-wide and Overseas Level 3.2

Two Senior Coastal Engineers who will combine management of coastal projects with work as coastal specialists in multidisciplinary teams. A relevant degree in engineering or physical sciences and a minimum of 5 years relevant post-graduate experience is essential.

If you are interested in learning more about these vacancies please contact either Denver Brown in Water, Peterborough or Sophie Shillinglaw, HR Basingstoke.



Receptionist - Swindon

We have an opportunity for a Receptionist at our offices in Swindon. The post holder will report to the Senior Office Administrator within the Business Management Section.

We are looking for a high calibre candidate with a good standard of education and appropriate IT related qualifications. Previous reception/customer service experience is required.

Acting as a first point of contact for all visitors to Western House, you will need to be able to demonstrate a professional, service focused approach at all times. In addition to providing reception cover and receiving company telephone calls your responsibilities will include booking meeting rooms and associated equipment and providing administrative support to Business Management Staff as and when required.

Candidates must comply with our Drugs and Alcohol Policy. We operate a no-smoking policy in all our offices.

For more information on this position, please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com having first spoken to your Unit Manager/Section Head



For Sale & Wanted



Accommodation Wanted for three week period starting on 23 February 2004. Flat or house near Basingstoke town centre would be ideal.

Contact Howard Gay on 07951 107327 or 01695 728816.



What's On Your Mind



Re: What's On Your Mind - Issue 430 from Stuart Pennington [Glasgow]

I agree with comments by Alan Gibbs in Scott Light (Issue 430) and, as he has done, I too would like to put up my hand and ask why.....

After recently moving to Scotland and joining Scott Wilson, I am rather surprised of how old-fashioned some things are in comparison with international norms.

Why is the Intranet so boring? - could it be re-designed and updated to be more user friendly, comprehensive and interesting.

Why do we still use paper based timesheets and have no on-line access to job control? Online accounting and web-based timesheet systems may be more efficient.

Why is the only Internet access in my office from a central workstation? It's quite limiting and counter productive. Access at each workstation in conjunction with an Internet usage policy would be more sensible.

Why do we share phones between multiple employees? A system that allows for each employee to have a phone would be more useful.



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Attention All Staff



Avalon House Is No More!

from Samantha Smith [Abingdon]

We are still getting mail addressed to our old address! Please, please, please amend your details to read:

Scott Wilson
4 Foxcombe Court
Wyndyke Furlong
Abingdon Business Park
Abingdon, Oxfordshire
OX14 1DZ

Our mail re-direction will end shortly and incorrectly addressed mail may not be collected for a while!



Editor: Don't forget that the latest Scott Wilson Office Address List can be found on the Intranet under the red banner heading 'Contact List'.



Calling all Bounty Hunters!

from Ingrid Shardlow [Basingstoke]

You will be aware from the number of vacancies routinely placed in ScottLight of our constant need to recruit talented individuals.

Typically we source our requirements through the use of advertising in local papers, professional journals or via recruitment agencies. However, we believe we have a resource closer to home who can play a key role in our recruitment strategy of the future, namely all of you!

You will all have friends, colleagues or relatives, some of whom will be seeking a change in career – so why not recommend a career with Scott Wilson.

Our view is that you all have the capacity to become Bounty Hunters, 'BOUNTY' being the new name chosen to replace the existing 'Finders Fee' scheme. To find out more keep an eye out for the little incentive coming your way.

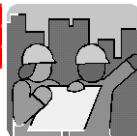


TRAVELLERS

Location	Traveller	Dates
Saudi Arabia	Malcolm George	21 Feb - 11 Mar
Belgrade	Philippe Perret	16 Feb - 6 Mar
Hong Kong	Geoff French	17 - 22 Feb
Iran	Chris Grant	13 - 21 Feb
Iran	Alan McNaughton	19 - 27 Feb
Armenia & Iran	Andrew Thick	until 20 Feb
Spain	Stewart Cale	25 - 28 Feb
Spain	Miguel Diaz	25 - 28 Feb



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

East Riding Coastal Services Consultant Framework, Yorkshire

from Stewart Vickers [Mansfield],
Denver Brown [Peterborough], David Dales [Basingstoke]

Scott Wilson, in association with Kellogg Brown and Root, has won a coastal framework contract for East Riding of Yorkshire Council.

The framework is extendable up to 5 years and covers all of ERYC's coastal and marine projects on their 60 km of coastline. The bid was secured against strong competition and supports our new ranking this year in the Top Firms in Flooding & Coastal Work.

The first project to be awarded is the Yorkshire Marina at Bridlington. Like many British coastal resorts, this small Yorkshire town has been in steady economic decline.

The marina has been proposed to help regenerate Bridlington's economy.

There is a long history to the marina issue, with proposals dating back to 1974. The most recent proposal for a £60m 500-berth Marina with 14 ha landside development was rejected in 2003 following a lengthy planning inquiry.

The current commission requires Scott Wilson KBR to review the previous work, come up with fresh options and determine if the development is viable. The work is being undertaken in parallel with broader regeneration studies being undertaken by a group including Roger Tym and Partners, Drivers Jonas and Pan Leisure.

One of the key reasons for the proposal being rejected in 2003 was that it would result in the covering up of one of the existing piers, which was listed in January 2001 as being of Grade 2 importance. In true Scott Wilson fashion the hunt for a consultancy capable of advising us on listed buildings was halted when Andrew Harris, our newly joined Built Heritage expert based in the Calls, Leeds, was discovered giving a presentation in Scott House.

Mark Turnbull has been leading the work on marina location, layout and size with Joanne Ronald providing support. This includes reviewing all 287 inquiry documents. David Dales is the named Framework Manager.

Our work on the marina project is scheduled to be completed in 6 months time, at which point ERYC will decide whether the regeneration case is strong enough for it to take forward the Scott Wilson KBR proposals and gear up for a second inquiry.

The team will be built up over the coming weeks with both internal and external specialists coming on board. In the meanwhile the search is on for that special visitor attraction which, together with the marina, will propel Bridlington up the tourism rankings.

(Fee Scale G for the first stage)



Continuing WCRM Success

From Ian Hay, Railways Glasgow

Scott Wilson has been involved in design development associated with the WCRM (West Coast Route Modernisation) since 1998. While the project itself has had problems in delivery and has been the subject of adverse publicity, Scott Wilson can be proud of its contribution to date, notably in the progress made on the Trent Valley quadrupling scheme where we have successfully steered this major capacity enhancement scheme through two public inquiries and the outline design development stage.

Our involvement in the WCRM project has increased significantly throughout 2003. Through our Tserv Framework contract with Network Rail we now have commissions in place with a combined value circa £12m in fees. As well as ongoing involvement in the Trent Valley scheme, now moving into the detailed design phase, we have secured major commissions in Scotland, in the Midlands and in connection with the major remodelling works at Rugby station.

In Scotland we are responsible for a number of multi-disciplinary commissions involving our permanent way, signalling, civils, structures, OLE and geotechnical resources. A very strong working relationship has been formed with the Client's team based in Glasgow and our workload is such that most Railways staff in Glasgow are currently working on the project in some shape or form.

In the Midlands our Birmingham based team are responsible for issuing updated Masterplans covering 120 miles of railway. A core team has been formed to update plans and review engineering issues emerging from changes to the status of individual projects. A project extranet has been developed in conjunction with Basingstoke office and this may developed further as the project progresses.

Swindon office are developing outline and detailed design proposals for major remodelling work in the area of Rugby station, to facilitate the required 125mph through line speed. This work involves all railway disciplines and our recent long-term appointment on this project secures our involvement to the Spring of 2005 with opportunities for the detailed design and implementation stage beyond this.

All of our WCRM work is being progressed via strong proactive working relationships being formed with our Client Network Rail in their respective offices in Glasgow, Birmingham and Milton Keynes. All SWR offices are involved in the project as are a number of Group offices throughout the UK. Anticipated further work ahead, such as detailed design of Trent Valley, will provide further opportunities for the Group and we are confident that our proven record of success to date will secure our longer-term involvement in the project.

The terms and conditions of the Tserv Framework contract are such that we are working at very competitive rates with a significant discount being enjoyed by Network Rail in return for the volume of work we have secured. As a result, the challenges on the Scott Wilson teams working on the project are tough, as we have to ensure tight project control to achieve profitability as well as robustly applying our sound technical abilities to provide value for money solutions.

Proper project control requires the basics to be in place and this kicks off first thing on a Monday morning when timesheets are submitted, scrutinised and time correctly allocated. Our Project Management teams are working

closely with the Financial teams to ensure that accurate information is available for Billing and Reporting purposes and particular emphasis is put on the need to bill as much as we can as early as we can. The level of information being provided to the Client is such that, in general terms, our bills are being paid on time, which is essential given the volumes being billed.

As always, there is room for some improvement and our project and technical managers are working hard with Network Rail to ensure that Scott Wilson continue to provide maximum value and secure long term involvement on this major project.

Feedback on our performance from Network Rail has been very positive and praise is due to all staff that are continuing to contribute to one of the biggest projects being undertaken by Scott Wilson. Client satisfaction is a principal objective as this provides the opportunity for us to become bigger and better. By adopting a positive and proactive approach on WCRM we are achieving profitability and Client satisfaction – a win, win situation for all concerned.



Moves



STARTERS

A warm welcome to:-

Simon Hewitt who took on the role of Public Relations Executive on 9th February, working with the Head of External Relations, Caroline Sutton, at Scott House in Basingstoke.

Simon, who is a trained journalist and has worked on local newspapers, joins us from the IT industry where he worked in Marketing and was a Product Specialist. He also has a degree and personal interest in History.

Simon said; "It's a fantastic opportunity to be able to take on a role like this at Scott Wilson. The company is involved in so many impressive projects that increasing our profile in the Press has great possibilities."

Joanne Yuille who joined Bulford office at the beginning of February 2004.

Erika Philpott who joined Ports and Airports, Basingstoke as Section Secretary on 2 February.

TRANSFERS

Robert Spencer has taken up an overseas posting in Kun Ming, China (effective 1st February 2004) to work on the Yunnan Environment Development Programme (YEDP) funded by DFID and managed by Andy McNab and Ros Coverley. He expects to return to the UK in June 2005 in order to resume his role with Scott Wilson in New Division.

LEAVERS

Goodbye and Good Luck to:

Dominique Spriggs who left Bulford office at the end of January 2004.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Airport Resident Engineers - Ohrid Airport, Macedonia and Kabul Airport, Afghanistan

We have a need for two Resident Engineers, both for 4 to 5 months, commencing early March 2004.

One position is on Ohrid Airport, Macedonia. which is on a lovely UNESCO protected lake near Ohrid town, a holiday resort of 30,000 people.

The other position is on Kabul Airport, a very busy airport handling many relief flights

Both projects involve runway resurfacing and airfield lighting and require candidates to have good asphalt experience and good contractual experience, preferably under a FIDIC type contract. Airport experience is desirable but not essential.

If you are interested and require further information please contact Mike Jackson in Basingstoke on extension 301

Proposal Co-ordinator - Based in Mansfield

Job Purpose:

We are presently involved with several multi-million pound proposals to Water and Infrastructure clients throughout the UK. The proposals can be in several stages including technical capability, specific presentations and commercial tender.

Core Responsibilities:

As above to support and co-ordinate a winning bid with contact throughout the business

Person Specification:

An innovative self starter, capable of working on their own initiative to co-ordinate the production of high quality proposals/tenders to secure large projects. Applicants will have good presentation and communication skills with excellent computer formatting experience

Knowledge required:

Must have previous knowledge inputting and or co-ordinating proposals in the engineering, construction and or consultancy sectors. Advantage to have some water industry knowledge or regulated industry knowledge.

Personal qualities:

Excellent communication skills with quality publishing skills and able to innovate and deliver to tight deadlines.

**If you are interested in learning more about this vacancy please contact either
Stewart Vickers in the Mansfield office
or Sophie Shillinglaw, HR Basingstoke.**



Quantity Surveyor - London

Job Description

To provide a full range of technical QS services on behalf of Scott Wilson FM London on the MPS Facilities Management Contract.

Job Purpose:

Scott Wilson FM London are contracted to provide professional consultancy services to support the Metropolitan Police Service Estate. A multi disciplinary design group currently have a vacancy for Quantity Surveyor support from project inception through to completion.

Core Responsibilities:

- Undertake regular procurement strategy reviews and formulate alternatives to the benefit of the MPS and SW.
- Provide procurement advice and support to Project Team Leaders & Contract Administrators.
- Maintain and update standard MPS Terms and Conditions and JCT forms as requested by the client.

- Assist with the preparation of procurement operational procedures.
- Preparation of pre tender estimates.
- QA check tender documents prior to tender.
- Manage production of tender evaluation reports.
- Assist the MPS in contract award.
- QA check Payment Certificates.
- Production of Monthly Project Cost Reports.
- Settlement of Final Accounts.

Person Specification:

A professional mature outlook in the workplace coupled with an ability to work under pressure to produce consistent results in compressed timescales.

Knowledge Required:

A sound level of experience including a varying number of projects of various value, procurement and client type. A detailed understanding of JCT98 forms will be required.

Qualifications Required:

Professional membership of the Royal Institution of Chartered Surveyors and a minimum of 3 years post qualification experience.

Skills Required:

Must have good verbal and written communication skills. Computer skills are essential with a working knowledge of Microsoft Office and Outlook.

Personal qualities:

- Professional manner and approach.
- Good organisational skills.
- Ability to organise and prioritise own workload.
- Common sense regarding reactive situations.
- Team player.
- Good communicator at all levels.
- Personable with a helpful disposition.
- Excellent time management and reliability.
- Ability and willingness to learn new skills.
- Good attention to detail.

**If you are interested in learning more about this vacancy please contact either
Kevin Argent in the Grosvenor Gardens Office
or Sophie Shillinglaw, HR Basingstoke.**



Team Leader/Building Surveyor - London

Job Description:

Team Leader/ Building Surveyor with responsibility for the cost effective and timely delivery of a range of alteration, refurbishment and improvement projects, and specialist consultancy services, in support of the Scott Wilson contract for Facilities Management to properties in the Metropolitan Police Service Estate.

Job Purpose:

This position is for an experienced Surveyor with an ability to manage the delivery of a range of projects of varying size and complexity through all stages from inception to completion. The candidate must be self-motivated and able to progress several projects at any one time. He/she must be equally comfortable working independently or within a multi-disciplinary team, and must be prepared to assume the lead role of the Team. The Team handles projects ranging in value up to £2 million, although typically it is envisaged that the candidate will primarily deal with schemes in the range of £25,000 - £500,000.

The candidate will be expected to adhere to local procedures as defined by the Quality Management Systems, this will also include the review and checking of the work of others.

As Team Leader the candidate will have line management responsibility in respect of a small multi-disciplinary team. He/she will be required to advise the Project Assistant Director of resource availability within the team, allocate new projects and tasks, agree project timescales with the management team, provide regular feedback on progress of individual projects vested with the team.

Core Responsibilities:

- To establish and build effective working relationships with the MPS Client Unit and end users.
- To take instructions in respect of new projects and work together with both in-house sources and client contacts to clarify and agree project briefs.
- Plan and manage his/her time and the time of others where necessary, to ensure that project deadlines are met and are within agreed resource budgets.
- Prepare and regularly update project programmes (PEP's).
- Visit sites throughout the MPS estate and carry out measured/condition surveys as necessary, to allow the preparation of detailed reports, specifications and schedules.
- Prepare and update cost estimates at key stages of the design, liaising with in-house quantity surveying support services where necessary, and ensuring that the in-house managers and MPS Client Unit are kept fully appraised of project costs.
- Produce clear, concise costed feasibility reports.
- Prepare technical specifications, schedules and other documentation in accordance with SW and MPS technical design standards and procurement guidelines.
- Invite tenders on behalf of the client, keep tender diaries, review/evaluate returned tenders, liaising with tenders as necessary to ensure that tenders are fully compliant. Prepare detailed tender reports for client approval.
- Administer lump sum contracts ensuring that site works fully comply with the requirements of the

specification, and maintain close control of project costs.

- To comply with all obligations and duties imposed by the Health and Safety at Work Act.
- To report on matters financial and technical to enable full and proper reporting to and liaison with the budget holder.
- To put into written form any customer or client requirements or requests for the purposes of confirming those requirements and transmitting them to others.
- To undertake any design work necessary to effect the correction of building faults, malfunctions and to ensure the required performance of all premises and to undertake the design of extensions, alterations and new building.
- To liaise with quantity surveyors where these are appointed to assist with the administration and/or measurement of work relating to all contracts.
- To carry out inspection of works, tests, surveys as required to ensure that contractors fulfil their obligations.
- To manage the works to meet budget allocations and commitments and to obtain Value for Money (VFM).
- To manage a team of technical staff ensuring effective use of personnel and efficient use of the administration team. To carry out all line management duties in relation to personnel including the monitoring of expenses, the completion of 'Personal Assessments' and associated procedures, the monitoring of training and 'continuing professional development'.
- To act as 'Expert Witness' as and when required.

Person Specification:

The candidate should be able to successfully demonstrate a high level of competence in the design, specification, and contract administration of building and refurbishment contracts.

Knowledge Required:

A sound level of experience including a varying number of projects of various value, procurement and client type. A detailed understanding of JCT98 forms will be required.

Minimum 5 years post qualification experience is essential. The candidate will need to demonstrate his/her experience in the conversion, extension, refurbishment, alteration and improvement to existing buildings of varying size, use, and construction. A working knowledge of the National Building Specification (NBS) will be essential and the candidate will need to demonstrate his/her absolute comfort with materials and workmanship clauses as well as the latest revisions to preliminaries in respect of current contract documentation. A working knowledge in the preparation and administration of contracts under the JCT, Minor Works, and Intermediate forms is essential.

Qualifications Required:

Professional Membership of the Royal Institution of Chartered Surveyors and a minimum of 3 years post qualification experience.

Skills Required:

Must have good verbal and written communication skills. Computer skills are essential with a working knowledge of Microsoft Outlook, Word and Excel.

Personal Qualities:

- Professional manner and approach.
- Good organisational skills.
- Ability to organise and prioritise own workload.
- Common sense regarding reactive situations.
- Team player.
- Good communicator at all levels.
- Personable with a helpful disposition.
- Excellent time management and reliability.
- Ability and willingness to learn new skills.
- Good attention to detail.

If you are interested in finding out more about this vacancy please contact either

Kevin Argent in the Grosvenor Gardens office or Sophie Shillinglaw, HR Basingstoke.

**Sustainable Construction Is Expanding!**

Due to increased levels of interest and workload in the field of sustainable construction, the Sustainable Construction Unit is now in a position to offer two opportunities for immediate start.

Ideally we are looking to add two members to our small but growing team :

- The first opportunity is for a person at a Level 3.1 or 3.2, with several years experience of project management and a thorough knowledge of at least some aspects of sustainability.
- The second opportunity is at a Level 1 or Level 2 and is for someone who has less experience but has the energy and enthusiasm to quickly learn about sustainable construction through a combination of formal and on the job training.

The Sustainable Construction Unit currently has a wide range of projects, ranging from short commissions such as a one-off environmental assessment to larger projects, running over several years in which we are providing strategic advice and direction.

The focus of all of our work is to help our clients make more sustainable buildings, no matter what stage the project is at, therefore it is essential that we are able to cover a wide range of issues - energy, materials,

pollution, health, participation, water, whole life costing, transport etc to meet our clients' needs.

This is still a new area and a new profession and we have excellent opportunities for the right people to quickly develop their skills in sustainable construction, and help shape the future of the team.

We are mainly based in Peterborough but arrangements could be made for the right candidate to be based in London.

If the position is not filled in the very near future, applications for short term secondments will be looked at favourably.

For more information, contact Matt Grace in Peterborough (01733 896655 or 077897 46439)

**DfID Iraq Directive Framework Agreements**

Scott Wilson have been short listed for 5 out of 6 call down framework agreements for "soft-service" infrastructure support in Iraq, including project implementation, monitoring and evaluation, the design and delivery of training activities, consultancy recruitment, and policy recruit work. Services will be called down from the agreements when required.

As such we urgently require CVs of appropriately experienced personnel, with emphasis on soft support and institutional development skills, and any relevant experience in Iraq, the Middle East, and/or post conflict/transitional agenda countries.

Staff should comment on their availability for the next 2 years and must be able to work in country. Insurance, equipment, risk assessments, and training will all be provided.

The sector frameworks we are short listed for, including their sub-sectors are presented below:

- 1. Governance:** Public administration reform, media, public financial management and accountability, procurement policies and processes, and safety, security and accessible justice
- 2. Economic Development:** Public enterprise reform and public financial management and accountability
- 3. Infrastructure and Urban Development:** Institutional reform (capacity building, training, outsourcing), decentralisation of services (public private partnerships, regulation), water and sanitation, power, transport, maritime, oil and gas, and telecommunications
- 4. Professional Recruitment Services**

5. Environmental Policy and Management

Interested staff should send their CV's and any requests for further information to Chris Kitley in the Ashford office +44 (0)1233 658291 or email: chris.kitley@scottwilson.com

Due to the short timescale to complete these tenders all correspondence should be received by **Wednesday 18th February**.



Sports & Social



For Sale & Wanted

Softball

Women Men Girls Boys Young Old

Summer Sport The Solent Softball League, based in Hampshire, are recruiting new players and teams for the up-coming summer season.

Mixed-Sex The game of Softball is very similar to Baseball, with a few changes which make it easier to play and much more fun.

Single-Sex The league plays mixed softball, 5 men and 5 women per team, and is therefore looking for both men and women to either create a brand new team or join existing teams. The level of play in the league is primarily recreational with the emphasis very much on enjoyment. At the same time however the opportunity does exist for players to progress to play at the highest level in the country.

Fastpitch Equipment and free coaching are supplied at the special taster sessions currently being organised for people new to the game.

Slowpitch

Leagues

Tournaments

National Teams

Olympic Team

Beginners Welcome!

For Further Information please contact:
 Dom Collie on 01793 515938 or email dominic.collie@scottwilson.com
 Or visit the Solent League Website: www.solentsoftball.com



For Sale: Tasco Luminova 675 x Reflector Telescope

- * Unwanted and unused birthday present
- * Length 900mm
- * 110mm spherical aluminised mirror
- * Theoretical maximum 675 x magnification
- * Optimum usage up to 225 x magnification
- * Focal length 900mm
- * 6 x 24 finderscope
- * Interchangeable 1 1/4in eyepieces with H20mm, H12.5mm, and SR4mm
- * 3 x Barlow lens
- * Full equatorial mount with fine tracking controls
- * Heavy duty fully adjustable aluminium tripod
- * Tasco Skywatch CD-ROM
- * All boxes and receipts, with 10 year guarantee
- * Excellent condition

£120 o.n.o - Contact Steven Wilson at the AMScott office in Mansfield or on mobile number 07811 723109.



Items for inclusion must be received by
5 pm on Mondays
 e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowle@scottwilson.com
 (fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted
 in .jpg format or similar**

**Please note that details for Travellers section
 need to be received at least a week
 before the planned travel.**

Attention All Staff



Laptops

from Pam McIntosh [Basingstoke]

Over the past year there has been an increase in the theft of Company laptops. In many instances they could have been avoided if more care was taken. Laptops are easy to steal and open to opportunistic theft. Each time an insurance claim is made our excess is £500 and Insurers advise us that this is kept high and could rise even further because of our bad claims history.

In order to reduce the risk of theft the following should be rigorously implemented.

In the office

Lock your laptop away out of sight at night.
Never leave your laptop in an unsecured area e.g. stairway or reception area.
Never leave laptops in an unattended room, unless they are locked away or the room itself is locked.

In the car

If you have to leave your laptop in a car, lock it out of sight in the boot.
When travelling in a car or taxi lock the doors.

Out and About

Try to keep hold of your laptop bag at all times.

In an Hotel

Avoid ground floor rooms or those to which access can be easily gained.
Keep your laptop in sight when registering.
Close and lock the door of your room when leaving, even if it is for a short period of time.
If leaving your laptop in your room lock it away out of sight.
Give your room key directly to the receptionist when leaving the hotel. Do not simply leave it on the counter
Never allow people into your room with unsolicited deliveries.
Do not assume hotel car parks are safe, even when covered by surveillance cameras.

The theft of laptops is a significant cost to the business and we should all do our best to avoid this happening. Please remember that we all have a responsibility to look after Company property.



TRAVELLERS

Location	Traveller	Dates
Zambia	Alan Bates	20-26 Feb
Belize	Mike McWilliams	23-28 Feb
India	Mike McWilliams	3-8 March
Delhi	Geoff French	3-8 March
Delhi	John Nutt	3-9 March
Delhi	Adrian Tite	4-9 March
Delhi	Martin Edge	4-9 March
Colombo	David Judge	8-27 March



Office Fall Results In Major Injury

from Dave Sutton [Swindon]

A Scott Wilson employee recently fell when she was attempting to take down Christmas decorations in the office. She had stood on a desk and then stepped onto a swivel chair which gave way. The fall resulted in a fractured shoulder and elbow and the employee in question has been off work since the incident.

This is a reminder that working at any height can be dangerous even in the office. Under no circumstances should any member of staff work at height without using the proper equipment and without first assessing the risks. Furthermore staff must not use furniture as a means of access.

Given that much of Scott Wilson's work for clients is carried out in high risk environments, it is easy to underestimate how potentially hazardous an office environment can be.

Please read the following safety rules and apply them at all times when in the office but also note that the majority also apply to site work:-

Your Safety At Work

The company has a statutory duty under the Health & Safety at Work Act (1974) to provide a safe place for staff to work in. As office work can present a number of hazards it is important that all staff play their part in helping to keep it safe. The purpose of this procedure is to ensure that staff remain safe when working in the office especially outside of normal hours.

When working in the office:-

- | | |
|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Don't | <ul style="list-style-type: none"> • run in the office. • leave desk or filing cabinet drawers open. • leave cupboard doors open. • ignore any hazards. • allow cables to trail across floors. • adjust, alter or repair equipment unless trained and authorised to do so. • misuse or stand on furniture. |
| Do | <ul style="list-style-type: none"> • follow instructions and obey rules and signs. • know the fire alarm. • know your escape route and assembly points. • make sure your visitors know them. • keep all escape routes and aisles clear at all times. • keep the working environment clean and orderly and keep all tall cupboard tops clear of heavy objects. • use correct lifting techniques. • use the correct tools, equipment and materials for the job. • report all accidents, incidents and hazards, however small, to your manager. • wear personal protective equipment as directed and ensure that it is kept in good condition. • look after visitors and ensure they comply with our health & safety requirements. • pay particular attention to visitors with special needs. |

Staff needing to work alone or 'out of normal hours' in the office

- | | |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Must | <ul style="list-style-type: none"> • agree in advance with their manager, their intended hours of work. • ensure that a member of their family or a colleague knows what time to expect them home. • provide the person above with a contact telephone number. • know the means of summoning emergency assistance and ensure that the system is available during their intended hours of work. • be aware that normal first aid cover will not usually be available. • ensure that the security system is activated on leaving the building. |
| Must Not | <ul style="list-style-type: none"> • use ladders or carry out any work above ground level. • attempt to repair or modify any electrical equipment or fittings unless it is isolated and you are competent to do so. • carry out any other hazardous activity for which there is no written risk assessment. |

REMEMBER: If a job cannot be done safely - **don't do it and seek advice.**

SW Hydrogeological Staff List

Calling all staff with experience in Hydrogeology. We are in the process of expanding our work in this sector and require a list of staff who have sufficient experience/education to consider themselves hydrogeologists.

Please send your email to:
howard.wong@scottwilson.com



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Well Hall Pleasaunce, Eltham Wins Awards from Russ Canning [Abingdon]



Summer 2003 saw the completion of the restoration of Well Hall Pleasaunce Park in south London, a project funded by the Heritage Lottery Fund under the Urban Parks Programme. The comprehensive restoration works included the reconstruction of a medieval brick lined moat, a walled garden and a unique 1930's Italian Water Garden.



Last autumn we learned that the restored park had received a CABE Space Green Flag Award, whilst this January we were informed that this little gem of a park had won a Civic Trust Award. This is the practice's first Civic Trust Award. The park has also recently been entered for a 2004 Landscape Institute Design Award.



Congratulations



to **Sue Moore and Adrian Thomas** on the birth of their daughter, Lauren (8lb 9oz) by caesarian on Sunday 8th February. Mother and baby are both doing well.



Moves



STARTERS

A warm welcome to:-

Mr Farukh Elahi Johri who has joined Scott Wilson Pavement Engineering Sdn Bhd (SWPE KL) as a Principal Pavement Engineer. He has 13 years experience in pavement evaluation, design and construction and project management. He is also experienced in Pavement Management system (PMS) and has used HDM4 model on a number of road projects.

Farukh completed his Master of Engineering (with Honours) from the University of Wollongong, Australia. He gained experience in Pavement Engineering with a broader background in construction and materials.

He is familiar with pavement design methods such as AASHTO, UK Design Guide, Austroads, Pavement Design Guides for Oman, Saudi Arabia and Kuwait. He is also familiar with Superpave technology and different computer softwares for analytical modelling of pavements. Farukh has worked in Australia, the Middle East and Asia, where he was responsible for pavement design of major projects of roads and airports on both new construction and rehabilitation works. He also worked as Resident Engineer on major road projects in Asia and in the Middle East. He has attended several seminars/lecturers on pavement engineering and presented technical papers in conferences. He is a member of various engineering institutions and councils.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Head of Project Finance Consultancy - Based in Greencoat House, London (Grade 4.2)

General Description:

Scott Wilson Business Consultancy provides a wide range of strategic advisory services to clients across a number of market sectors. It also provides the business focus and consultancy lead to many of the Scott Wilson group's core technical activities.

We currently have a vacancy for a Head of Project Finance who will lead and develop Scott Wilson's business in project (and potentially corporate) financial advice. This person will also provide specialist/expert advice to clients (both internal and external).

Job Purpose:

The Head of Project Finance role is a new position which exists due to the ongoing and rapid expansion within the Business Consultancy team. The team is established and is currently overseen by a Director but requires dedicated strategic leadership and management in addition to the provision of high-level skills and expertise as described below.

Core Responsibilities:

a) Expert:

To provide specialist/expert advice to clients (internal and external) on:

- Financial structuring/engineering.
- Project funding and sources of finance.
- Financial modelling and analysis.
- Financial risk management.

b) Manager:

- To manage the delivery of assignments related to financial advice, modelling, analysis and funding.
- To manage, develop and grow a team of financial modellers, analysts and advisors.

c) Business Developer:

- To introduce rapid growth into the business stream through the development of new business with both new and existing Scott Wilson clients.

Person Specification:

Knowledge & Skills Required:

a) Likely Background:

- Financial Consultant in a mainstream management consultancy or in the specialist

finance (or project finance) arm of a mainstream competitor.

- Alternatively acting as project finance advisor within a project finance investment organisation (sponsor) such as Laing investments, Bechtel Enterprises etc.

b) Essential Experience:

- Broad exposure to project finance based upon the UK's PPP and PFI models.
- Broad exposure to the transportation and infrastructure sectors.
- Having worked as a consultant providing consultancy advice to clients.

c) Additional Experience Preferred:

- International project finance.
- Experience in the property, energy, water, and utilities sectors.
- Providing consultancy advice to public sector clients, project sponsors and project funders (lenders and investors).

d) Essential Skills/Knowledge

- Quantitative/ numerical analysis and statistics.
- Strong analytical and problem solving skills
- Proven management ability which combines operational effectiveness with the ability to mentor and motivate a team.
- Sound project management skills with a focus on delivery.
- Proven business development skills.
- Excellent communication skills (verbally and written) and the ability to communicate complex concepts to an uninformed audience.
- Strong commercial awareness and capability.

Qualifications Required:

Candidates are expected to have a strong academic background and to be professionally qualified. A postgraduate qualification is likely to have been obtained such as:

- MBA
- Diploma or Masters in Finance.

Personal Qualities:

The successful candidate will be expected to demonstrate the following personal qualities:

- A self starter who can initiate and develop relationships with clients and key decision makers.
- A desire to take ownership and accept a high level of responsibility.
- Determination and desire to deliver results under difficult circumstances.
- A team player who is willing to either lead a team or contribute to its success.

- A strong presence and the ability to coach, guide and influence.

If you are interested in finding out more about this vacancy please contact Tom Smith at Greencoat House, or Sophie Shillinglaw, HR Basingstoke.



Graphic/Website Artist – Basingstoke Office

Working for the busy Marketing Department in Basingstoke office, the ideal candidate will be an all rounder who is a good team player, computer literate in:

- Adobe Illustrator
- Photoshop – print and web graphics
- QuarkXpress
- Macromedia Dreamweaver
- HTML

Past experience of website design is also essential. Knowledge of Flash and any other web or design programmes would also be an advantage.

You will be required to help out with the graphics for our worldwide website and layout artwork as deemed fit for our marketing material.

If you are interested in finding out more about this vacancy please contact Tim Blow in Marketing, Basingstoke or Sophie Shillinglaw, HR Basingstoke.



Vacancies Within Archaeology - London and Leeds Office

Archaeology Graduates:

We are looking to recruit two graduates to join the expanding Archaeology/Built Heritage Service teams in Leeds and London. We are seeking applications from recent graduates in archaeology/built heritage/related discipline with a minimum of between 1-2 years relevant fieldwork experience.

Archaeologist:

We are looking for an applicant with at least 5 years' experience of professional archaeology and the ability to demonstrate experience in a range of archaeological projects. Fieldwork supervision experience and reporting skills are essential. Knowledge of the development planning process would be an advantage. A full clean driving license is also required. The post will involve archaeological consultancy, desk-based research, and preparation of inputs into

environmental impact assessments, specifications and project designs.

Built Heritage Consultant:

The preferred candidate will need to be able to undertake desk-based studies, character assessments and built heritage assessments, design briefs and specifications for the investigation, recording and analysis of buildings, liaise/negotiate with local authorities and manage/monitor building recording works. Experience in the preparation of Environmental Impact Assessments and Conservation Plans would be desirable and detailed knowledge of PPG 15 is essential. An interest in post-medieval/industrial buildings would be an advantage.

The suitable candidate will have a degree with at least 3 years' experience of professional archaeology and will be able to demonstrate experience of a range of relevant projects. Research and reporting skills are essential. The candidate should be able to assist with our other archaeological work when needed. A full driving license is essential. Membership of the IFA is desirable.

If you are interested in finding out more about the above vacancies please contact either Simon McCudden in Leeds, or Sophie Shillinglaw in HR, Basingstoke.



Quantity Surveyor - Glasgow

We have an opportunity for an experienced Quantity Surveyor to join our Glasgow Office. The successful candidate will provide a specialist contribution to project teams within Scott Wilson Railways through support activities such as commercial and contracts management, quantity surveying, planning, risk management and project management.

The postholder will have a sound understanding of commercial contracts, liability issues and insurance considerations. You will also have the ability to undertake technical quantity surveying and estimating functions on specific rail projects.

Successful candidates will have a minimum of 10 years commercial management/estimating experience, including rail or civils knowledge. An HND or BSC in Quantity Surveying or a construction related subject with QS options is required. Membership of Royal Institution of Chartered Surveyors is preferred.

Typical responsibilities will include:

- Preparing cost estimates and cost plans for rail and civil engineering works

- Contributing to the development of project cost estimate capabilities in the Company
- Implementation of cost/change control procedures on designated projects
- Preparing tender documents and sub-contract agreements
- Reviewing proposed commercial terms and conditions of contract
- Negotiating terms and conditions contract with clients
- Assisting in the preparation of bid proposals

If you are interested in this vacancy please contact Amanda Haines on 01793 515863 or by email: amanda.haines@scottwilson.com



One-Year Placement Opportunity - IT, Basingstoke

We are looking for two one-year placement students to work within the Computing Services Department in Basingstoke.

Ideally commencing work in July, the suitable candidate will be an undergraduate, reading a degree in Information Systems/Computer Science. This role, working in a busy department, broadly involves work within the two main areas of user support and hardware installation.

Working in a team providing user support to a PC Network with 20 servers and 700 PCs spread over 17 offices nationally, the candidate will be required to provide advice on the use of office packages and assist with hardware troubleshooting.

Installation work will involve preparing new equipment, loading software and arranging distribution of equipment.

There may also be a possibility for the individual to undertake some personal project work to further their development.

If you are interested in finding out more about this vacancy please contact either Stephen Leach, IT, Basingstoke or Sophie Shillinglaw, HR Basingstoke.



Sustainability Consultant Peterborough Level 3.1/3.2

Our sustainable development practice covers all aspects of the human, natural and physical environment undertaking some of the largest and most exciting projects in this sector.

We are seeking a consultant with several years' sustainability or environmental construction experience and a firm technical knowledge of sustainable buildings, and a thorough appreciation of the wider implications of our business. The ideal candidate will also have a Science degree and/or masters.

If you are interested in finding out more about this vacancy please contact either Matt Grace in the Peterborough office or Sophie Shillinglaw, HR Basingstoke.



For Sale & Wanted



For Sale: Tasco Luminova 675 x Reflector Telescope

- * Unwanted and unused birthday present
- * Length 900mm
- * 110mm spherical aluminised mirror
- * Theoretical maximum 675 x magnification
- * Optimum usage up to 225 x magnification
- * Focal length 900mm
- * 6 x 24 finderscope
- * Interchangeable 1¼in eyepieces with H20mm, H12.5mm, and SR4mm
- * 3 x Barlow lens
- * Full equatorial mount with fine tracking controls
- * Heavy duty fully adjustable aluminium tripod
- * Tasco Skywatch CD-ROM
- * All boxes and receipts, with 10 year guarantee
- * Excellent condition

£120 o.n.o - Contact Steven Wilson at the AMScott office in Mansfield or on mobile number 07811 723109.



For Sale: Four Hole Vauxhall Fitment 16" Five Spoke "Cobra" Alloy Wheels with Low Profile Tyres. Tyres have done less than 1000 miles - 6 months old - Excellent Condition - £550 ono.

Please contact Jill Green at the Chesterfield Office (01246 210288)



For Sale: Sony Ericson T310 mobile phone. Colour screen, infra-red connection port, 2 camera attachments and leather case. Boxed and with instructions on Orange PAYG. No sim. Very good condition - £45.

Please contact Tristan on Basingstoke ext. 324.



Charity Shop, Whitchurch

From 25 February a charity shop will be operating in Whitchurch, Hampshire. Donations of toys, bric-a-brac, clothing, books, crockery, cutlery, ornaments etc will be gratefully accepted. (No electrical goods thank you.) The proceeds go to street children and an orphanage in Romania, hospital help for sick children and poorer families in Moldova and projects in Macedonia and Russia.

Contact Malcolm Milligan, ext 502, Basingstoke office.



What's On Your Mind



From Marianne Edwards [Basingstoke]

Would it be possible for a phone message template to be created in Outlook, in a similar style to the current 'Whilst you were out, Q64 pads'?

In some cases it is simpler to email a phone message and this would have the added advantage of saving paper, in line with our EMS efforts. I would then hope that this would be available for all to use.



Reply of the Week



Reply to Alan Gibbs

ScottLight Issue 430 'What's On Your Mind'

from Geoff French [Basingstoke]

Thanks for the good suggestions that you have made. We are currently in the process of re-designing the Intranet and we will try and incorporate as many of your ideas as possible.



Reply to Stuart Pennington

ScottLight Issue 431 'What's On Your Mind'

from Jim McCafferty [Glasgow]

As I sit in the room next to Stuart I thought I should attempt to answer the very interesting points he raises.

Having arrived recently in Glasgow from Australia it is perhaps not all that surprising that 'some things' are more old fashioned than Stuart is used to – still, I hope there are other compensations.

The Intranet is intensely boring (I'm told that this is entirely in line with international norms) – but not for much longer! The whole thing is being redesigned and I'm told that even I won't find it boring any more.

Paper timesheets are almost a thing of the past although I'm going to miss them myself. From 1 May 2004 we should all be on weekly electronic timesheets.

On-line access to job control information and accounting has been around for ages although generally access is restricted to Project Managers, Directors and Accounts Staff. If you think the Intranet is boring Stuart you should ask someone to let you have a look at this stuff!

Access to the Internet in Scotland was initially restricted to senior staff and central workstations to minimise down time and possible abuse but access can, and is, widened to others by agreement with your team leader. Why not raise the matter at your next communications meeting?

Phones are shared between members of staff where the number of available external lines is limited and to ensure that the system does not grind to a halt. If your efficiency or work are affected by not having a personal line, you should take the matter up with your team leader.



**Items for inclusion must be received by
5 pm on Mondays
e-mail to Scott Light**

Alternatively send to the Editor in Scott House,
Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted
in .jpg format or similar**

**Please note that details for Travellers section
need to be received at least a week
before the planned travel.**

Attention All Staff



Discipline Development Groups (DDGs) Business Development Groups (BDGs)

From Jim McCafferty [Glasgow]

Following a review of the Discipline Champion System and some confusion with Special Interest Groups, the Main Board has decided to discontinue both and introduce Discipline Development Groups (DDGs) and Business Development Groups (BDGs) with Terms of Reference that define clearly the reasons for their existence and emphasise their distinctly different aims and objectives.

Discipline Development Groups will be formed from the discipline communities (eg bridges, geotechnics etc) throughout the Group. These will be populated by the Heads of Discipline from the Divisions, as well as representatives from the various centres of excellence, and they will elect their own Chairman on a two year cyclic basis.

DDGs will be long term, cross office, cross division groups aimed at technical excellence, best practice and the sharing of technical and other ideas and information among the discipline groups and communities throughout Scott Wilson worldwide.

Terms of Reference have been issued to Divisional Chairmen and the existing Discipline Champions. Divisional Chairmen will include the names of the Heads of those Disciplines that exist within their Division in Divisional Business Plans, and the complete listing, including current DDG Chairmen, will be included in Group Strategic Plans and published on the Intranet in due course.

The Main Board contact is currently Jim McCafferty, Glasgow.

Business Development Groups will be formed on an ad-hoc basis, mainly from the business development communities that exist throughout the Group.

BDGs will generally be short to medium term, cross division groups aimed at exploiting business development opportunities as they arise (eg Ireland, nuclear decommissioning, specific projects etc). Terms of Reference for BDGs have been issued to Divisional Chairmen who will, by agreement between themselves or with the Main Board, set up and disband BDGs to further

Divisional Business Plan and Group Strategic Plan objectives.

The Main Board contact is currently Geoff French, Basingstoke.

The intention is to make both groups much more visible and accountable than in the past and to create lively, interactive discipline communities within a growing and profitable business worldwide.

The Terms of Reference for DDGs and BDGs will be published on the Intranet in due course. For further information now contact Geoff French, Jim McCafferty or your Divisional Chairman.



RedR (www.redr.org)

**Founder & Patron - Engineers Working
Towards Disaster Relief**

from Caroline Sutton [Basingstoke]

Scott Wilson is a patron of RedR – Engineers for Disaster Relief – and will be supporting them for the next four years.

However, our link is much closer than that. In 1979 Peter Guthrie was seconded from Scott Wilson to Oxfam to work in the Vietnamese Boat People refugee camps in Malaysia. By the end of his assignment he saw that engineers could make an important contribution to reducing the human suffering in emergencies but front line agencies faced great difficulties in identifying and recruiting such staff.

In Britain Peter searched for a solution and after discussions with friends and colleagues, he founded, jointly with his wife Lorna and fellow Scott Wilson Engineer Steve Warren, "Register of Engineers for Disaster Relief" abbreviated first to "REDR – Engineers for Disaster Relief" and subsequently known simply as RedR. RedR immediately became the source of engineers to help in disasters around the world for relief agencies such as Oxfam, The Save The Children Fund, World Vision, United Nations High Commissioner for Refugees, CARE, Red Cross and many others. As many as two hundred engineers have been seconded in a single year, and many thousands of assignments have been undertaken in the charity's twenty-three years.

Engineers and others have worked in Sudan, Uganda, Rwanda, Nicaragua, Malaysia, Bosnia, Iraq, Afghanistan, Cambodia and many other countries often in situations of severe suffering and danger. It is impossible to calculate how many lives have been saved by the provision of safe drinking water, proper sanitation, adequate road access, basic shelter, working power systems, accessible jetties, well managed logistics for food and medicines and many other technical services.

The first office of RedR was in Scott House where the Partners at that time gave their support to housing the independent new organisation. Many colleagues in Scott Wilson became involved in the early days including Alan Brookes who later became Chairman. By the mid 1980s RedR had grown so much that the Institution of Civil Engineers offered space in their London office, and the UK RedR has been there ever since. HRH the Princess Royal, whose commitment to and engagement with humanitarian agencies is well known and respected, agreed to become President of RedR in the mid 1990s and has retained a keen interest and support for the organisation ever since. Based on the success of this first RedR, offices have been established in Australia (1992), New Zealand (1994), Canada (2001) and Kenya (2003). New initiatives in India are currently under progress. RedR's international Secretariat was established in 1996. It now has more than 1500 members on its register who are prepared to work in disaster situations that require all their skills, experience and specialised training.

In 2003 RedR and International Health exchange (IHE) merged. IHE aims to improve the quality and capacity of healthcare provision in the developing world through providing the skilled, experienced and well-informed professionals for humanitarian assistance.

Peter Guthrie is a Vice President of RedR.

RedR's Mission Statement

RedR relieves suffering in disasters by selecting, training and providing competent and effective personnel to humanitarian relief agencies world-wide.

RedR's Vision

A world in which sufficient competent and committed personnel are available and responding to humanitarian needs

RedR Challenge at Civils 2004

The RedR Challenge is an annual event for teams of four that involves a range of physical and mental activities in which all team members have to play a part.

It is organised by RedR – Engineers for Disaster Relief and all money raised goes towards relieving suffering of people affected by disasters by providing relief personnel to humanitarian programmes worldwide.

In 2004, the RedR Challenge will be held during the Civils 2004 event on Wednesday 28 April at the NEC in Birmingham. Last time the Challenge took place alongside the Civils show, in 2002, 50 teams entered and more than £40,000 was raised for RedR.

If you are a member of RedR or would be interested in taking part in the RedR Challenge, please contact Caroline Sutton in Basingstoke office.



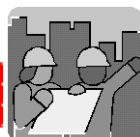
TRAVELLERS



Location	Traveller	Dates
Phnom Penh	Iain Snaith	29 Feb - 16 Mar
Accra	Graham Williams	8 Mar - 9 Apr



What's Going On?



Slapton Line Coastal Zone Management Study
from Damon O'Brien [Basingstoke]

Water South are leading a major study of the A379 coast road and shingle ride at Start Bay, Devon. The 18 month study has been funded by the Slapton Line Partnership, which includes South Hams District Council, Devon County Council, Defra, the Environment Agency and English Nature.

There has been much discussion over the road's future since it had to be closed and subsequently re-aligned after storm damage during the winter of 2000/2001. The

Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

study will identify options for the Slapton Line shingle ridge and coast road over the next 50-100 years.

The project team includes inputs from several Scott Wilson offices (Basingstoke – Water South and Environment, Plymouth – Infrastructure and Landscape, Leeds - Archaeology) along with the University of Plymouth (Coastal Science and Engineering Research Group) and Atlantic Consultants (economic development research and forecasting).

Given the importance that the A379 and Slapton Line shingle ridge has to the local community and

stakeholders, the project has a high profile in the region. There is even a Scott Wilson staff member whose car is decorated with the sticker ' Save Slapton Coast Road' !

For further information, follow the progress of the project at: www.slaptonlinepartnership.co.uk.



Rugby Borough Local Plan - Sustainability Appraisal

From Glyn Roberts and Sarah Wyatt [Manchester]

Building on current Sustainability Appraisal work being undertaken by Scott Wilson, the Manchester Office has recently been appointed by Rugby Borough Council to undertake a Sustainability Appraisal of the draft Rugby Borough Local Plan.

Working with Steve Smith in our London Office and Steven Harding in our Edinburgh office, our successful tender highlighted our experience undertaking similar exercises, noting in particular the Gateshead UDP Review Sustainability Appraisal and Strategic Environmental Assessment being led by our Edinburgh office.

A sustainability appraisal is a systematic procedure for identifying and evaluating the potential impacts of an action on sustainability concerns. The appraisal process involves an assessment against agreed sustainability indicators or objectives based on social, economic and environmental parameters. Other components of the process include a consultation exercise, which will consist of two stakeholder workshops allowing interested parties to be directly involved in the appraisal. This recent commission demonstrates Scott Wilson's capability in this cutting edge area and our strengths in grouping specialist sustainability skills across the UK.

Legislative requirements will necessitate that a full Strategic Environmental Assessment will have to be undertaken for certain plans and programmes after July 2004. Scott Wilson will be in a strong position to continue to build on our sustainability appraisal work and secure similar contracts based on our experience to date.



MEGZ – Regeneration Project Promotes Sustainability

from Bridge Haug [Peterborough]

The Sustainable Construction Team in Peterborough are currently involved in what has been termed Derbyshire's biggest regeneration project. Project MEGZ, short for Markham Employment Growth Zone, is a £50 million concept directed at job creation and improvement of the surrounding environment through the regeneration of 900 acres of the former Markham colliery either side of the M1 near Bolsover in north-east Derbyshire into an industrial park for local businesses. Emphasis within the project is

to be placed on sustainable development including the use of renewable energy to heat buildings, recycling waste products within the site and planting woodland as a carbon sink and sustainable resource.

The Interpretation Centre, also termed the Environmental Training and Technologies Centre, consists of two separate buildings; the first will act as a visitors centre for the Markham Employment Growth Zone development, providing a lobby, conference facilities and rentable office spaces. The lobby will feature displays on environmental technologies used within the development and the building itself will serve to visibly demonstrate methods of sustainable construction to investors proposing to build on the MEGZ site. The second building is to house 14 speculative light industrial units, which will be occupied by one to three people carrying out a variety of projects.

The project design includes a significant amount of renewable energy – biomass, photovoltaics and wind – with the aim of minimising the associated carbon emissions. A carbon-neutral central boiler plant fuelled with woodchip from the surrounding area is to provide heating for both buildings. As well as the woodchip-fuelled boiler, the development incorporates a small wind turbine, solar heating panels and photovoltaic panels, as well as rainwater collection from the whole of the roof which will be stored in an underground tank. A large recycling facility will be at the rear of the site with open bays for recyclable materials and covered bays for storage of woodchips for the boiler. The design uses natural ventilation and daylighting to provide comfort.

The Peterborough Sustainable Construction team is carrying out the first BREEAM "deluxe" assessment of the two buildings that form the Interpretation Centre. BREEAM is the Building Research Establishment Environmental Assessment Method, which is a means of assessing and improving a wide range of different environmental impacts of a building and presenting them in a simple and easy to understand way. Scott Wilson are leading in the field of BREEAM related services as the Sustainable Construction Unit is primarily led by former BRE employees Matt Grace and Gareth Sammons who both have numerous years of BREEAM experience.

As part of the BREEAM "deluxe" package we are offering services beyond just the BREEAM assessment, drawing upon expertise from other Scott Wilson offices. These services include carbon emissions calculations carried out by Stephen Lowndes and C.K.Pang in the Basingstoke office and an internal noise survey by Alf Maneylaws in the Chesterfield office. Daylighting calculations and the drafting of a building users guide will be completed by the Peterborough office, as well as the completion of the final stages of two separate BREEAM assessments for the Centre; a BREEAM for Offices 2004 for the visitors centre and a BREEAM Industrial Unit assessment for the industrial units.

This is an exciting opportunity that demonstrates how Scott Wilson offices can collaborate to offer clients a well-rounded and extended service. (Fee scale G)

Scottish Agri-Environment Monitoring from Karen Blake [Edinburgh]

Scott Wilson's Ecology office in Edinburgh is delighted to have won a five-year contract with the Scottish Executive Environment and Rural Affairs Department to monitor the effects of the agri-environment schemes in Scotland.

The project will involve monitoring and evaluating the environmental impact of the agri-environment schemes, through measuring a range of variables such as bird numbers, vegetation composition and landscape character on farms that are participating in a scheme (either Countryside Premium, Rural Stewardship, or Organic Aid) and on comparison farms with no agri-environment schemes in place.

The project will be a challenge, especially in light of expected changes to agricultural payments, including cross-compliance (the linking of production subsidies to good environmental practice), land management agreements, and potentially also an entirely new agri-

environment scheme, all of which may come into force during the life of the project.

This project, exceeding half a million pounds in value, is one of the largest ecology projects that the Edinburgh office has gone for and getting the bid together during the summer involved a great team effort from everyone in the Environment section.

The project is a slight deviation from our previous areas of activity and the contract is our first within the agriculture sector in Scotland. The assessment of tenders took five months, and we were sent away to reduce costs, increase sample sizes, and carry out a variety of other modifications to the tender at different times during those months. At the end, we came ahead of competitors DTZ Piedad / British Trust for Ornithology, with Enviros and RSK ENSR also having been in the running. We are looking forward to an exciting five years.

(Fee scale C)



Moves

LEAVERS

Farewell and good luck to **Greg Van Breda** who leaves the Infrastructure group in London on 27th February to return to South Africa, and amongst other things get

married. He leaves behind a stunned section whose only solace is that he will never find another job like this, working for basically a chilled out entertainer.

(Also see 'For Sale' section)



Vacancies

Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Senior Project Engineer/Project Engineer (Traffic) - Matlock - Level 3.1/3.2

The Traffic Safety Team in the Matlock office have identified a need for an experienced Road Safety Auditor. The postholder will be expected to:-

- Act as a road safety audit "team leader" and carry out RSAs to Stages 1-4
- Act as a mentor and trainer to RSA team "observers"
- Carry out accident investigation and prevention studies
- Provide Road Safety Advice to other sections
- Assist the Traffic Safety Team Leader in marketing the teams' skills

Applicants should be qualified to HND minimum – IEng/MICE preferred. They should also have a minimum of 4 years AIP or road safety engineering experience and

have attended at least 10 days of formal AIP or road safety engineering training.

Principal Geotechnical Engineer - York - Level 4.1

We are looking for someone who can work closely with the Chesterfield office to develop a new geotechnical section in York, providing service to both internal and external clients, mainly in the Rail sector.

Applicants need to be a Chartered Civil Engineer or an Engineering Geologist (MEng/MSc) with 7+ years experience in geotechnical design and site supervision with a strong interest and capability in the rail sector.

Applicants also need to be interested in business development.

Geotechnical Engineer - York - Level 3.1/3.2

We are looking for someone to assist the Principal Geotechnical Engineer with the delivery of work to both internal and external clients, mainly in the Rail sector.

Applicants need to be a Civil Engineer or Engineering Geologist (MEng/MSc) with 4+ years experience in general geotechnics. A PTS/IWA qualification would be desirable.

Senior Engineer/Technician - Telford - Level 3.1/3.2

We are looking for someone to lead a team in the design of all aspects of highways infrastructure, with particular emphasis on the use of DMRB standards.

Applicants will preferably be chartered (but not essential) and degree qualified ideally (minimum HNC/HND) with 5+ years post qualification experience.

**Interested applicants for the above vacancies should contact Kate Kirby, HR Officer, Chesterfield Office
Tel: 01246 210205**



Environmental Planners, Basingstoke

Due to an increasing workload we are now looking to expand our Environmental Division. Typical recent and ongoing projects include the environmental work on the Thames Gateway Bridge, The South East Regional Airports Strategy, West Coast Main Line Route Modernisation, Hampshire Waste Incinerators, Wind Farms, Water Treatment Plants etc.

We are now seeking to appoint two specialists.

Associate Level 4.1:

The ideal candidate will have extensive (10 years +) experience of managing major Environmental Impact Assessments with a particular understanding of the UK's Planning System. Working within an established Environmental Group, your role will include:

- The day-to-day management of a team of 6 EIA Managers and support staff, and advising them on their projects;
- Managing major EIAs and their project team specialists (both internal and external) from technical, financial and administrative perspectives. This will include preparing Environmental Statements; project management; liaison with clients, statutory agencies and the public; and

- Preparing tender documents and advising on marketing.

Qualifications: ideally we are seeking a qualified planner with an original or secondary degree in an environmental discipline. Those with other environmental qualifications who have the required experience will also be seriously considered.

This is a challenging role for a senior, experienced individual. Those wishing to apply at Associate level would be expected to have extensive staff management experience as well as portfolio of potential clients.

Senior Environmental Impact Assessment Specialist:

Working within an established Environmental Group, you will have responsibility for managing teams of specialists undertaking EIAs, as well as for reviewing environmental reports. You will have at least six years experience of EIA projects in a wide range of fields, and will ideally, but not necessarily, have an expertise in a particular environmental field (e.g. ecology, air quality, noise etc.). You will be responsible for preparing Environmental Statements, project management and liaison with clients and statutory agencies. This is an exciting position for someone looking to move their career forward.

**If you are interested in learning more about these positions please contact either
Rob Morris, Environment, Basingstoke,
or Sophie Shillinglaw, HR Basingstoke.**



Electrical Engineer Grade 3.1 - based in the Mansfield office

Job Purpose:

The Water group has an increasing workload with scope for a developing engineer to become part of this busy team.

Core Responsibilities:

We are seeking an individual to be responsible for co-ordinating electrical aspects of a project including outline and detailed design, developing specifications, site investigations and feasibility work leading through to testing and site commissioning activities.

Person Specification:

Knowledge Required:

Understanding of water industry specifications and WIMES

Qualifications required:

Minimum HNC (ideally Degree) in Electrical Engineering. A key factor would be the candidates aim to develop into an Incorporated/Chartered Engineer.

Skills required:

Good use of the English language, computer literate, good organisational skills (e.g. understanding of the function and importance of QA).

Personal qualities:

Able to work unaided but must be able to integrate with a team and with other disciplines. Self motivated, flexible and keen to progress in the industry.

If you are interested in finding out more about this vacancy please contact either Paul Francis in the Mansfield office or Sophie Shillinglaw, HR Basingstoke.



Sports & Social



Matlock Office Melee
From Naomi Dunn [Matlock]

Matlock office's work force were bruised and battered after a recent weekend team building exercise, of camouflaged conflict!

A paintball war was fought after recruiting an army of 10 Scott Wilson employees, reinforced by an additional platoon of friends and family. The battle took place at Brailsford, near Derby, with a full day of tactical warfare including rations for breakfast and lunchtime sustenance.

The Scott Wilson Army took on the enemy side of Friends and Family but unfortunately, lost their battle for victory! They kept their heads up high, returning proud of their efforts.

Many thanks to all those who took part (pictured). After the success of this exercise, more combat will be arranged sometime soon!



Softball

Women
Men
Girls
Boys
Young
Old

Summer Sport

Mixed-Sex

Single-Sex

Fastpitch

Slowpitch

Leagues

Tournaments

National Teams

Olympic Team

Beginners Welcome!

The Solent Softball League, based in Hampshire, are recruiting new players and teams for the up-coming summer season.

The game of Softball is very similar to Baseball, with a few changes which make it easier to play and much more fun.

The league plays mixed softball, 5 men and 5 women per team, and is therefore looking for both men and women to either create a brand new team or join existing teams. The level of play in the league is primarily recreational with the emphasis very much on enjoyment. At the same time however the opportunity does exist for players to progress to play at the highest level in the country.

Equipment and free coaching are supplied at the special taster sessions currently being organised for people new to the game.

For Further Information please contact:
 Dom Collie on 01793 515938 or email dominic.collie@scottwilson.com
 Or visit the Solent League Website: www.solentsoftball.com

For Sale & Wanted



For Sale:

Adobe Photoshop Elements 2.0 & Adobe Photoshop Album 2.0 bundle

Unwanted prize, brand new, not even opened - £70

Contact Stuart Robson [London] - tel: 0207 976 7766



For Sale:

2003 SUZUKI SV 650 SK3. Blue. Datatool System3. R&G Racing Crash Bungs, R&G Racing Exhaust Protector and R&G Racing Swing Arm Bungs. ONLY 800 dry miles. Balance of Suzuki Warranty. £3695.

Sony 25" Colour TV (Black). Good working order - £150.00.

Wharfedale Multi-region DVD Player (Black). Good working order - £50.00.

Solid Pine Corner TV Unit - £25.00.

Contact Angela Lowle on Basingstoke ext 339



Flatmate Wanted:

House is close to Basingstoke town and office. All modern amenities, spacious garden.

Contact: Sarul on 07803393386



For Sale: Tasco Luminova 675 x Reflector Telescope

- * Unwanted and unused birthday present
- * Length 900mm
- * 110mm spherical aluminised mirror
- * Theoretical maximum 675 x magnification
- * Optimum usage up to 225 x magnification
- * Focal length 900mm
- * 6 x 24 finderscope
- * Interchangeable 1 1/4in eyepieces with H20mm, H12.5mm, and SR4mm
- * 3 x Barlow lens
- * Full equatorial mount with fine tracking controls
- * Heavy duty fully adjustable aluminium tripod
- * Tasco Skywatch CD-ROM
- * All boxes and receipts, with 10 year guarantee
- * Excellent condition

£120 o.n.o - Contact Steven Wilson at the AMScott office in Mansfield or on mobile number 07811 723109.



For Sale: Scale Rule, Desk Tidy and Stapler. Rarely used. With the name Greg Van Breda (see 'Leavers' section) scratched on with a compass (will fade over time). £6 the lot or £6.50 and we throw in a slightly broken 'Holiday Inn' hanger with similar markings - Contact Infrastructure, London.



Items for inclusion must be received by

5 pm on Mondays

e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:

angela.lowle@scottwilson.com

(fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted
in .jpg format or similar**

**Please note that details for Travellers section
need to be received at least a week
before the planned travel.**

Attention All Staff



2004 UK Employee Survey from Georgina Corbett [Basingstoke]

A big thank you to everyone who took time to complete the UK employee survey which we ran during January. We had an overall response rate of 81%, an excellent result for a survey of this type. An initial analysis of your responses has taken place, and I wanted to share some early thoughts with you and outline how we will follow up the survey in order to ensure we capitalise on the valuable information you have provided.

The survey focused on three areas as follows:

1. Investors In People

The main board have agreed an objective to achieve IIP for all UK businesses and this was the initial step to understand our current position against the IIP criteria. As we would expect, those businesses who have already achieved the IIP Award, Pavement Engineering and Railways, scored highest in this area. However, the remaining businesses are certainly within striking distance of the standards these businesses have set. Overall, you rate our commitment and planning of training and development highly, but feel we can improve in our implementation and follow-through. In short, as a company we need to "walk the talk" more, and demonstrate that management actions meet our intentions.

2. Communications

We asked a number of focused questions about how we communicate across Scott Wilson. Where team meetings take place these are seen to be an effective means of two-way communication and are highly valued. The intranet is clearly a key means of communication for us, and you have told us that this can be improved in terms of ease of use and understanding. Work has begun on improvements in this area, and you will see changes to the website throughout the year. In fact we have this week appointed a new Group Business Process Manager who has this as a high priority in his objectives.

3. Preferred Employer Strategy

We asked you to assess our performance against our intention to become a preferred employer. This showed that outside of the focus of the IIP criteria there is a broader consistency of results across all divisions. It is particularly encouraging to see you rate the company consistently highly on areas such as Continuous Improvement and Communication. These are key in maintaining and developing our competitive position in our markets.

A full copy of the results overall for Scott Wilson in the UK are available on the Scott Wilson Intranet. Please look under the "SWIMS 4 - HR and Employment" section.

The most important aspect of an exercise like this is what is done with the results. Results at a Divisional Level have been communicated to all Divisional Management Teams, and they will manage communication of the results and details of follow up activities directly within their businesses. It is important that management teams take time to fully understand the results and then identify those actions that will really make a difference for the future. In order to ensure relevance and commitment, and to achieve a joined-up approach, actions will be incorporated into our business planning process that are aimed directly at improving scores on the survey and supporting our IIP ambitions. In addition to communication within your Divisions, I will also update you on actions and progress in this area across the Group as a whole from time to time.



Business Cards

from Jade Clark [Basingstoke]

When requesting business cards can you please ensure the following procedures are followed:

- Purchase Order Request (POR) is completed and approved and passed to Jade Clark, FM Department, Basingstoke.
- Details are typed onto the POR or typed on a separate sheet and attached to the POR.

- Details should include Name, Qualification(s), Job Title, Address, Direct Dial, Fax Number, Mobile and any other details required

The layout of the business cards will be in accordance with Scott Wilson Guidelines.



Change of Contact Details for New Delhi Office
from Lt. Col S Nangia (Retd) [India]

From 1st March 2004 our address will be as follows:-

Scott Wilson Kirkpatrick India Pvt Ltd
A-26/4 (First Floor)
Mohan Co-operative Industrial Estate
Mathura Road
New Delhi 110 044
India

Tel: 91-11-51679340-49
Fax: 91-11-51679350
Email- swindia@vsnl.com

Kindly address all future correspondence to the above mentioned address



Linguists List

From Lusa Armstrong [Basingstoke]

I am currently updating the company's Linguists List - it is updated every 6 months.

If you are not on the list or you are a new member of staff and would like to be included, please let me know. Please send me your name, location and fluency in the language. The closing date is 30th March.



TRAVELLERS



Location	Traveller	Dates
Accra, Ghana	Hamish Goldie-Scot	15 Mar - 2 Apr
Uganda	Bob Weekes	14 - 20 Mar
Ethiopia	Bob Weekes	20 - 26 Mar
Poland (Krakow)	Bob Weekes	29 Mar-3 May
India & Pakistan	Peter Illes	until 13 Mar



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Cheshire EConet

from Glyn Roberts and Paul Waiting [Manchester]

Scott Wilson URBAN, the specialist regeneration team based in Manchester, has won two contracts to evaluate the long-term feasibility of the Cheshire EConet initiative, managed by Cheshire County Council (CCC). CCC had sought to appoint two consultants, one to look in detail at the content and management of facilities within an EConet - an *Ecological Network* - and one to undertake an economic and regeneration impacts assessment to determine eligibility for public and lottery funding. Scott Wilson URBAN submitted one integrated tender addressing the two related tasks and our unique, co-ordinated approach was well received by the County.

Concerned at the loss of wildlife habitats across the continent due to intense urban and agricultural development, the European Union funded the LIFE EConet Project to explore with local people the best ways of creating a network connecting sensitive wildlife areas (woodland, peatland, wetland, grassland and

heathland) across whole sub-regions and regions. Three pilot schemes have been launched in Italy, the Netherlands and Cheshire. Research regarding the Cheshire landscape has progressed well: areas of wildlife importance are being identified and mapped and the CCC EConet team is now committed to developing partnerships and support among landowners, communities, policy makers and funding agencies to deliver key habitat and visitor projects.

To gain the necessary local, political and financial support EConet now has to prove that it is a realistic and deliverable programme of projects. In order to do this Scott Wilson has been commissioned to evaluate the overall economic and regenerative benefits of the current proposal. To measure these benefits we are looking in fine detail at what the EConet will comprise in terms of visitor facilities, potential links to educational establishments and local businesses, together with its effects on, and links with, other land uses such as agriculture, tourism, education, forestry, mineral extraction and transport infrastructure. As well as the core

regeneration and economic input Scott Wilson will be providing advice on sustainable construction techniques, rural development, and property market analysis, and consequently the Manchester office will also be drawing on expertise from SW Peterborough, Abingdon and London to produce our final report by the end of April. Although there are a number of major challenges to overcome, if a workable programme can be identified and an appropriate partnership built then this initiative could potentially be of 'European best practice' significance in the context of review of the Common Agricultural Policy.

(Fee Scale F)



Return to Hong Kong

From Chris Jennison [Nottingham]

Congratulations to the team led by Francis Chan and Albert Cheung in winning the project - Pavement Condition Survey for Roads in Hong Kong Island – Part II.

This is a follow-on project after Scott Wilson successfully completed the survey in three districts in the Hong Kong Island in 2002. The current commission covers the remaining 8 districts in the Island and includes Falling Weight Deflectometer tests, Ground Penetration Radar, Coring, Laboratory testing, video survey as well as a Visual Inspection survey to the UKPMS standard. The 12-month contract officially started on 30 January 2004 and will involve staff from the UK, Hong Kong and Malaysia.

A separate tender for a similar survey for the Kowloon region was submitted on January 16 and we are also short-listed for the survey covering the New Territory region - the tender is currently being prepared.

Once again, well done to the team on winning the Island job and best wishes for the remaining two.

(Fee Scale D)



Project Management Success for Trent Valley Team

from Neville Moody [Glasgow]

The team responsible for the management of the Trent Valley Project have all been accepted as members of the Association for Project Management. The team, based in Glasgow under Project Director Ian Hay, consists of Ken Leitch (Senior Project Manager), Chris Reid (Project Manager) and Neville Moody (Project Manager) who were very pleased to pass the assessment process.

As Scott Wilson are Corporate Members of the Association the initial fee for application was waived (for thrifty Scots always a bonus!) though sadly not the annual membership fees!!



To give an idea of the size of the Trent Valley Project the proposal is to increase the existing 2 track layout to 4 tracks over a length of about 12 miles involving the reconstruction or alteration to 51 structures and complete resignalling. The Trent Valley project (capital value circa £350M) is currently undergoing assessment by the SRA and Network Rail's WCRM team before moving into full detailed design. Scott Wilson have completed the outline design and have commenced detailed design on selected areas. When approval for detailed design is given this will mean a very busy project team!

The design work has been undertaken by a multitude of offices clearly showing the breadth of Scott Wilson's multi-disciplinary expertise. The Team's thanks go to all those involved so far and in the future. Some of the offices involved so far are:

- Permanent Way – Glasgow/Birmingham
- Structures/Geotechnics– Glasgow Park Circus / Basingstoke
- Signalling - Glasgow
- Environmental – Basingstoke/Blackfriars
- Ecology - Basingstoke
- E & P – Swindon
- Telecomms – Crewe



Upgrading of National Highway No.8 in Rajasthan, India

from R.W.Wallis [former Team Leader]

It was sad that the first mention of our Rajasthan Project related to the death last year of our Highway Design Engineer and his wife and driver.

Rajasthan is a semi desert state on the Western side of India, abutting Pakistan.

It is a largely rural state and is very conservative. It is a tourist destination and has many fine Forts and Palaces including the famous Lake Palace Hotel located in Udaipur and which is featured in the James Bond film Octopussy.

Our project office is located just outside Udaipur at the foot of rolling hills and at the start of our road, quite a rural setting. We are upgrading 110 km of NH-8 from single carriageway to two lane, dual carriageway.

Our agreement requires us to check the Highway and Bridge designs of another Consultant and to supervise construction of all the works.

Initially the road passes through areas of heavy rock excavation and then through more gentle terrain before finally descending through an area of heavy rock cutting to the Gujrat State Border.

We have two Contractors for the Works, one who has a 62 km stretch of the road and who has mobilised exceptional good crushing and asphalt plant with attendant new pavers and rollers.

The second Contractor is a joint venture. One of the partners is performing quite well, the other is a total disaster: poor management, plant and equipment. However, as there is a plentiful supply of these machines in India, the method does work.

Construction is due to be completed by April 2002. However both Contractors gave an undertaking to the Employer, in a moment of rashness, that the work would be complete by April 2004 allowing them to earn a fat bonus.

I had a good team of 40 Indian technical staff and 10 Indian admin staff.

Remembering that cricket is India's national game, we have two teams. We had already challenged local teams but are willing to challenge any of you out there.

That's a short note on Udaipur –Ratanpur Project NH-8.



Scott Wilson Locked Up For A Day!

from Louisa Brown [London]

I recently experienced 'life on the inside' as I was locked up for a day!!

Whilst attending a recent site visit to Garth and Wymott Prisons near Preston in the North West of England, Andy Voke and myself were called inside Garth Prison (Category B) for a meeting to discuss the work we are completing under the new Prison Service framework commission.

There is an increasing demand for prison space, with a National estimate of 500 new prisoners a day – that's one new prison a day! I am preparing a Transport Assessment and Travel Plan on behalf of the Prison Service for a new 180 houseblock at Garth Prison to house this increasing number of inmates.

The proposals form a sensitive issue amongst locals, and there is a need to assess current traffic patterns associated with the prisons, and future impacts as a result of the proposed development.

The rural character of the area means many Prison Officers drive to work, and so initiatives such as the possibility of a new platform on the adjacent railway line are being investigated in order to encourage sustainable travel to and from the prisons.

Hopefully this will lead to a continued commission from the Prison Service. I am hoping to get time off for good behaviour!

Project Manager is Andy Voke (Liverpool).



Moves

STARTERS

A warm welcome to:-

Jill Dixon who joined Business Consultancy's team on 1st March as Receptionist/Front of House Manager based at Greencoat House. Jill previously worked as Head Receptionist at a private hospital in Central London supervising all aspects of Front of House



including reception, switchboard and porters as well as patient ambassador in the admissions process.

Auf Al-Habib who joined as Associate Director (Tunnelling), SWP on 1 March 2004.



TRANSFERS

Bob Hunt

from Bob McKittrick [Basingstoke]

Bob Hunt is transferring from Hong Kong to New Division and will start in New Division based in Basingstoke on 8 March as Divisional Director responsible for driving forward Geotechnical/Geo-environmental work in southern England in general, and London in particular, improving the service available to other parts of Scott Wilson and developing new clients. Bob will focus initially on expanding the workload in Basingstoke and Ashford.

I trust that everyone will give full support to Bob in his activities.



RETIREMENT

Very best wishes for an enjoyable retirement to **Maggie Gibbons** of Accounts Department, Basingstoke who retired on 25th February after working at Scott Wilson for 29 years.



Maggie in 'retirement happy' mode.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Management Accountant Grade 2.3 - Basingstoke

JOB DESCRIPTION:

Job Purpose:

New position due to growth and re-structuring of Business.

Core Responsibilities:

Production of Management Accounts as part of a team of four. Responsible for the accounts for 2 Business Groups reporting the results to Business Group directors including valuation of working progress. Preparation and review of Budgets. Assisting with year end Financial Accounts, dealing with auditors, control account

reconciliations and aiding, assisting and supervising other members of the Accounts department.

PERSON SPECIFICATION:

Knowledge Required:

Experience of producing Management Accounts to a tight deadline and generally with different accounting packages

Qualifications required:

Part Qualified ACCA or CIMA to Intermediate stage

Skills required:

Advanced Excel skills

Personal qualities:

Highly motivated with good interpersonal skills. Must have the confidence to present and discuss results with senior management

If you are interested in finding out more about this position please contact either Sophie Shillinglaw, HR Basingstoke, or John Davies in Accounts.

**Senior Civil Engineer (Grade 3.1)**

Scott Wilson Mining, based in Ashford, Kent has a vacancy for a Senior Civil Engineer to work in a design role. Located in the Ashford Office, your main responsibilities will involve geotechnical work associated with mine stabilisation, open pit stability and underground structure design projects. There will also be the opportunity for Project Management and general civil engineering design and overseas work associated with mining projects.

The selected candidate will preferably be a degree qualified Civil Engineer with several years' post-graduate experience and a geotechnical bias and capability. A keen interest in mining is essential, and previous mining experience will be advantageous. First-class report writing skills are another essential attribute for this position.

If you are interested in this position and wish to have further information please contact Rached Boughrarou, Scott Wilson Mining, Ashford or John Pilcher, HR, Ashford.

**Transportation Consultants, London and Basingstoke**

As a result of an ever increasing workload we are continually expanding our Transportation Division, currently totalling 12 staff in London and 20 in Basingstoke. Ongoing projects include diverse work covering both public and private sectors offering the opportunity to work with established clients such as Land Securities, Pillar, Capital Shopping Centres, Berkeley Homes, Fairview Homes, Transport for London, Surrey County Council, LUL, Easter Group, LB Tower Hamlets, SRA, Network Rail, Government Offices etc as well as micro-simulation modelling commissions in Serbia, Albania and Montenegro. The private sector work involves liaising and interacting with high profile architects and masterplanners. Naturally, the work requires close interaction with the other regional offices.

We are seeking to appoint specialists in areas of Transport Planning, Transport Modelling, Transport Assessments, Transport Economics and Traffic Engineering. Applicants need to be degree qualified in Civil Engineering or a related subject, ideally with a secondary degree in a transport discipline.

Interested applicants should contact: Jamshid Soheili, London; Tony King, Basingstoke; or Sophie Shillinglaw, HR Basingstoke.

**Development Planner, London**

To work on some of the most important regeneration projects in London, as well as major proposals elsewhere in the UK, such as a new settlement in the London-Stansted-Cambridge Corridor, and a new technology park on the edge of York. This is an opportunity that could grow into creating a significant level of responsibility for the ambitious town planner, including the day-day management of substantial projects. Expertise in policy analysis and development control procedures will be invaluable, but equally we are looking for someone who will liaise directly with clients and operate as a co-ordinator between local authorities, statutory consultees, and multi-disciplinary development teams.

At least 2-3 years post qualification experience is necessary. Any enthusiasm shown for new business generation will be encouraged. The level of appointment will depend on experience.

Please contact Martin Herbert, London, Victoria Street if you would like more information.



For Sale & Wanted



For Sale: Stimson Tyrol 2 berth camper 96P, 46,000+ miles, based on Peugeot Expert 1.9 diesel, 34mpg, MOT May, Tax July, full service history. 4 fully belted seats (2 swivel). Brilliant design including, lift-up roof, cooker, sink, pumped water, worktop, 3 way fridge, toilet, table, cupboards, wardrobe, mains hook-up etc. Fully equipped camper and practical family car - £10,995.

Phone Tim Jackson - 01256/461161, BA ext 450 or 023/80579006 or 07754/060570



For Sale: Motorcycle: 2003 SUZUKI SV 650 SK3. Blue. Datatool System3. R&G Racing Crash Bungs, R&G Racing Exhaust Protector and R&G Racing Swing Arm Bungs. ONLY 800 dry miles. Balance of Suzuki Warranty. £3695.

Sony 25" Colour TV. Good working order - £150.00.

Solid Pine Corner TV Unit - £25.00.

Contact Angela Lowle on Basingstoke ext 339



For Sale: Tasco Luminova 675 x Reflector Telescope

- * Unwanted and unused birthday present
- * Length 900mm
- * 110mm spherical aluminised mirror
- * Theoretical maximum 675 x magnification
- * Optimum usage up to 225 x magnification
- * Focal length 900mm
- * 6 x 24 finderscope
- * Interchangeable 1 1/4in eyepieces with H20mm, H12.5mm, and SR4mm
- * 3 x Barlow lens
- * Full equatorial mount with fine tracking controls
- * Heavy duty fully adjustable aluminium tripod
- * Tasco Skywatch CD-ROM
- * All boxes and receipts, with 10 year guarantee
- * Excellent condition

£120 o.n.o - Contact Steven Wilson at the AMScott office in Mansfield or on mobile number 07811 723109.



Wanted: If anyone in Scott Wilson has any Tesco "Computers for School" vouchers which need a good home I am collecting them for my daughter's nursery. Louise Lewis, Basingstoke office.



Charity Shop, Whitchurch

The charity shop will be operating in Whitchurch, Hampshire for another week or so. Donations of toys, bric-a-brac, clothing, books, crockery, cutlery, ornaments etc will be gratefully accepted. (No electrical goods thank you.) The proceeds go to street children and an orphanage in Romania, hospital help for sick children and poorer families in Moldova and projects in Macedonia and Russia.

Contact Malcolm Milligan, ext 502, Basingstoke office.



What's On Your Mind



Company Internet

Phil Holbourn [Birmingham]

Why is the company internet (not the intranet) website so poor? You are greeted by messages ensuring you have the latest versions of flash, quicktime etc, which is

enough to make anyone, who has not done so already, turn away. Past the first hurdle there is a page with lots of random looking icons and virtually invisible text telling you where they all go to. This only becomes visible when you mouse over it. No good for blind users who can't see it (like my sister).

Even when you finally get to the page you want all the text isn't really text - it's graphics, embedded into the flash animation. So useful! I was trying to cut and paste the telephone number and address of my office into my home phone book. Sounds simple? Not with our website!

When is the awful, unsightly and useless flash to be dropped and a good site using simple standards-compliant HTML, free from flash, javascript, frames and other such clutter going to be written that can pass checks by <http://bobby.watchfire.com/bobby/html/en/index.jsp> and <http://www.anybrowser.org/campaign/>?

At the very least we should have a good sitemap.



Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***

Attention All Staff



Strategic Pensions Review From Georgina Corbett [HR Director]

As most of you are aware, over the past few months Scott Wilson has been conducting an in depth review of our pension strategy. This work has been undertaken by a delegated section of the Main Board, supported by an external Pensions Consultant and led by myself.

This group has now produced a set of recommendations which have been endorsed by the Main Board and put to the Scott Wilson Pension Scheme Trustees for consultation and implementation. The recommendations are summarised below:-

Existing Pension Scheme Members

Retain the Scott Wilson Final Salary Pension Plan for the existing membership for both past and future service at 1/60th for each year of pensionable service. The rising cost of pensions and increased life expectancy will need to be funded and therefore the Company will ask employees currently paying 6% of pensionable salary to increase this to 8% with effect from 1st July, 2004.

For the small number of employees who do not pay a full contribution due to their age, this increase will only apply at age 21. For those employees who have transferred under TUPE arrangements and have preserved pension rights there will be no change to their present contributions.

New Money Purchase Plan

Introduce a new Money Purchase Plan with effect from 1st July, 2004. This plan will be the only one offered to new starters from this date. The final details of the plan are not yet available; however it is expected that employees in this plan will pay 5% of their base pay, matched by an employer contribution of 5%.

Because this plan is fundamentally different from the present Final Salary Scheme, it will be 'contracted in' to the State Second Pension (formally known as SERPS), which will provide an additional state pension at retirement. In order to fund this, employees and employer are also required to pay higher National Insurance contributions.

Improved Death in Service Benefits for Pension Scheme Members

Part of the review was to consider the competitive nature of Scott Wilson's pension arrangements to remain consistent with our 'preferred employer' aspirations. It was found that our existing practice of offering Death in Service Benefits at only 2 times basic salary plus a refund of contributions plus dependant benefits for married pension plan members, was not sufficiently competitive for the level of contribution we are now asking of our staff. Therefore, with effect from 1st July, 2004 there will be an increase in our Death in Service Benefits to 4 times basic salary for all members of the Scott Wilson Pension Scheme, in both the Final Salary and Money Purchase sections.

Implementation

During April, the Trustees will write to each current member of the Scott Wilson Pension Scheme, confirming the above changes and outlining the options available. For those employees who do not wish to leave the current plan or join the new Money Purchase Plan, their contributions will be automatically increased to 8% with effect from 1st July 2004.

Employees who are not currently members of the Scott Wilson Scheme may wish to be considered for membership to the Final Salary Plan or the Money Purchase Plan on 1st July, 2004; however, acceptance will be subject to the usual late entrant requirements and will require the final approval of the Trustees.

Summary

The changes outlined above represent a thorough and robust analysis of our approach to pensions going forward. It demonstrates Scott Wilson's commitment to retaining the Final Salary Plan for all existing members and provides competitive and sustainable arrangements for the future.

To explain the background and rationale in more detail, a presentation together with an employee question and answer sheet can be accessed on the intranet under SWIMS 4, HR & Employment, Pensions.

Scott Wilson E-mail Addresses
from Stewart Dalton [Computing Services]

Computing would like to remind Scott Wilson staff to take greater care when passing on their e-mail addresses to third parties. The majority of UK based staff will have a scottwilson.com address as the .com is registered to Scott Wilson Holding Limited.

However, there is also a Mr. Scott Wilson, a Scottish radio broadcaster, who owns the scottwilson.co.uk domain name and he is receiving e-mail intended for Scott Wilson (us) on a regular basis.

Whilst we investigate ways to address the problem, please ensure you use the correct e-mail address as noted below:

firstname.lastname@scottwilson.com

and **NOT** .co.uk



**Best In Class - Scott Wilson
Recruitment Website**

from Georgina Corbett [Basingstoke]

NCE this week will publish the results of an independent study conducted by Dr. Christopher Preece of Leeds University on the quality of recruitment websites in the Engineering Consultancy Industry. Dr. Preece compared the websites of the top 40 consultancies. Each were assessed against a variety of criteria including accessibility, design, content, interaction recruitment types and contactability. Scott Wilson came out top with a score of 93%, well ahead of the rest.

We are seeing a huge number of applicants now coming through the website and I believe the quality of design and structure of our external website has been transformed by the efforts of our people who have developed it. Thanks must go to Oliver Budworth in Marketing, David Walters and Lynda Skipper in HR, ably supported by Lusa Armstrong who manage the hundreds of graduate applications that are successfully and quickly processed via the website.

If you want to check out what it looks like click on www.scottwilson.com/careers



NCEplus.co.uk
from Caroline Sutton [Basingstoke]

Access to NCE plus is available for Scott Wilson through five keys points in the company.

- Group / International – Caroline Sutton
- New Division – Sophie Xerri

- Railways – Lorraine Gee
- Scotland – Ronnie Hunter
- Central – Neil Robertson

NCEplus can provide information about current projects and has a fully searchable archive about past projects that have hit the news as well as information on the Consultants File and industry rankings.

Please contact one of the above people if you would like access to NCEplus.



**Half a Day to Membership
PROFESSIONAL REVIEWS SEMINAR**

Hoping for Chartered, Incorporated
or Technician membership?

Planning to sit your Professional Review in 2004?

Want some advice on preparing your reports
and presentation?

Not sure what the big day will feel like?...

...then this is the opportunity for you
to get some inspiration and advice
for the final stretch!

*Speakers: Murray Grant – South West RLO
and reviewer Will Jeffrey -
Successful candidate*

Date: Friday 2nd April 2004

Time: 1:00 to 5:00 pm

Venue: Holiday Inn, Eastleigh

Cost: £35 (inc. VAT)

**For further information contact Jo Coupland in the
Basingstoke office on 01256 461161 x 523 or email
Joanne.Coupland@Scottwilson.com**



TRAVELLERS

Location	Traveller	Dates
Krakow	Brian Empringham	15 - 19 Mar
Albania	Jamshid Soheili	14 - 22 Mar
Albania	Tom Allen	14 - 22 Mar
Belgrade, Serbia	Ros Coverley	23 Mar-9 Apr
Kyiv, Ukraine	Ros Coverley	13 -23 April
Bangkok	Tim Hunt	22 Mar -22 Jan 05



**BASINGSTOKE OFFICE LIBRARY NEWS
FEBRUARY 2004**

from Janet Lucas [Basingstoke - Ext 300]

CHANGES TO COPYRIGHT LAW

The copyright law has changed. The new law narrows the exception to copyright law that has been used by organisations to claim that they were exempt from the law and did not therefore take out a licence. Copying for research for commercial purposes no longer falls within the exception as 'fair dealing'.

Any commercial organisation wishing to copy or scan extracts from published books, journals or magazines

they hold will need to seek permission of the copyright owner on each occasion. Organisations who need to get permission for their internal copying will need to contact the Copyright Licensing Agency Ltd (CLA) and obtain a licence or seek permission from each individual author before making a copy. Further information is available from the Copyright Directorate of the Patent Office at:

<http://www.patent.gov.uk/copy>
or the CLA <http://www.cla.co.uk>

TRAFFIC ENGINEERING AND CONTROL MAGAZINE

www.tecmagazine.com - a free resource exclusive to tec subscribers

TEC will be launching a free website in early March 2004. This is provided in addition to the paper product as a supplement.

If anyone is interested in accessing the above please let me know and I will pass on the username and password.

FORTHCOMING CONFERENCES

Further information available from the Library

- Thursday 11 March 2004: 18.00 for 18.30
GIS Applications in Municipal Engineering
At Institute for Civil Engineers
- Thursday 25 March 2004: 18.00 for 18.30
Developments in the Thames Estuary
At Institute for Civil Engineers

- Thursday 22 April 2004: 18.00 for 18.30
The World Trade Center Disaster
At Institute for Civil Engineers
- Monday 10 May 2004: 18.00 for 18.30
A Tale of Two Towers – Big Ben and Pisa
At Sopwith Theatre, Kingston University

SELECTION OF NEW BOOKS ADDED TO THE LIBRARY

Shelf No

Building Design using Cold Formed Steel Sections: Structural Design to BS5950-5:1998, Steel Construction Institute P276	624.014.2
Design of Curved Steel, Steel Construction Institute P281	669.14
Design Manual for Structural Stainless Steel, Steel Construction Institute Building Series, vol. 3	693.81
Embedded Retaining Walls: Guidance for Economic Design, CIRIA C580	CIRIA
Guide to Site Welding, Steel Construction Institute P161	621.79
Service Integration in Slimdek, Steel Construction Institute P273	624.016
Specifier's Guide to Steel Piling, Steel Construction Institute P308	624.155.114
Steel Intensive Basements, Steel Construction Institute P275	693.81
Transport Analysis and Local Transport Research: Compendium of Research Project 2002-2003, Department of Transport	656
Transport Statistics Bulletin: Regional Transport Statistics 2003, Department of Transport	31:656
Transport Statistics Great Britain 2003, Department of Transport	31:656

EU Best Project Success

Dr Ruth Hillary presented Scott Wilson's research for the EU into environmental management systems (EMS) for small and medium-sized enterprises (SMEs) at a high profile conference at the European Parliament in Brussels. Dr Hillary led a team of experts from the London and Peterborough offices to identify and describe good practices favourable to the introduction of EMSs in SMEs. The aim of the conference was to publicise the Best Project Report and its main results and recommendations, present a number of the identified good practice case studies and, most importantly, start the follow-up process. The conference gathered a large number of actors involved in promoting the adoption of EMSs by SMEs: public authorities at all levels, business organisations and chambers of commerce, consultants, verifiers and certifiers, trade unions, NGOs, universities, and was an ideal forum to raise the profile of Scott Wilson's work on EMSs.

The Best Project and Scott Wilson's role has already received coverage in key environmental press being featured in both ENDS Daily and The ENDS Report (February issue) and with future articles to appear in Environment Business and publications in the US.

The profile raising opportunity of the Best Project and the success with which it has been received has directly lead to Scott Wilson gaining work, with other partners, on a new EU pan-European project to raise awareness of corporate social responsibility amongst small firms.

The conference and Best Project Report can be found on the EU's web site at:
http://europa.eu.int/comm/enterprise/environment/events/sme_conference/index.htm

For further details please contact Ruth Hillary (Basingstoke)



Dr Ruth Hillary presenting at "Towards Sustainable Production in SMEs" conference, European Parliament, Brussels.



Thank you

from Maggie Gibbons [ex Basingstoke]

Just a few lines to thank everyone for the presents that you all contributed towards. As you can imagine I was delighted beyond belief, as they say. As many of you know, I love a variety of music and getting my head stuck into a good book. At the moment I am enjoying going out and about, laced with an odd glass of wine too.

Will be in touch on my travels.



Congratulations



to **Jaime Holmes** on her recent success in passing the Certificate Stage of the Chartered Institute of Marketing's (CIM) professional qualifications. Jaime is studying part-time for marketing qualifications at Chesterfield College and has just embarked on the Advanced Certificate stage of her quest to gain Chartered Marketer status.



from John Orchard [Basingstoke]

A very warm 'well done' to **David Andrew Smith**, of the Transport Infrastructure Group in New Division, on passing his MBA by distance learning. He has shown amazing dedication in completing his course in record time, whilst also getting married, setting up a new home and running a very successful team at Basingstoke Office.

David has used the support from the firm's Awards Scheme to obtain a valuable qualification and he will be encouraged to build on this success within Scott Wilson.



to **Jemma Blanchard** and Neil Richardson on the birth of their son, Alfie Robert, born on 4th March weighing 7lbs 7oz.



Long Service Award

Brenda Harley, New Division - 10 years.



Moves



STARTERS

A warm welcome to:-

Claire Beaugrand: Claire has just relocated from Paris to join International Division's Consultancy Team as a Junior Consultant. Her focus will primarily be Middle Eastern Regions. She will be based in Network House, Basingstoke for the next 6-8 weeks after which she will move to Ashford.

Prior to working for Scott Wilson Claire studied Arabic in Kuwait for 1 year and Development Studies at the London School of Economics. She is looking forward to gaining real-life expertise with Scott Wilson and enjoying the English countryside.



Daniel Neill who has joined the Edinburgh Office as Graduate Ecologist.



RETIREMENT

Everyone would like to bid a fond farewell to **Nelson Hails** who retired on the 1st March 2004. We would like to thank him for his contribution over the past 15+ years and wish him every success for the future.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Ghana Field Engineer

Job Description

In order to meet anticipated staff requirements for a growing workload in low volume rural access provision in Northern Ghana, Scott Wilson would like to hear from suitably qualified Engineers who expect to be available on a full time basis from April 2004. Applicants must demonstrate an aptitude for and interest in working in a challenging and at times isolated institutional environment in a remote location in Sub-Sahara Africa. The post is likely to entail considerable field travel from a base in Northern Region. It will entail monitoring and advising on the ongoing construction and site supervision of a programme of Feeder Road construction using both equipment based and labour based technology.

Essential requirements include:

- 5 years or more post-graduate experience, of which at least 1 year should be in the design or construction supervision of rural infrastructure, including roads, in developing countries, preferably in Sub-Sahara Africa.
- An outlook that is consistent with the underlying objective of building capacity among local consultants, contractors and government staff.

- Sufficient knowledge of "softer" engineering issues to be able to engage in discussions and provide guidance relating to stakeholder participation, local level planning, institutional development, impact assessment, appropriate technology and governance. A proven ability to prepare training material and provide practical on the job training would be an advantage.
- Familiarity with Quality Management procedures.
- A disposition suitable for living and working in a developing country and physically fit for the assignment.
- Proficiency in English, orally as well as in writing.
- Valid driving licence.
- Computer literacy.

If you are confident that you meet these requirements, and are interested in being considered for possible opportunities, please contact John Pilcher on john.pilcher@scottwilson.com, quoting "Ghana Pro-Poor Field Engineer" in the subject. line.



**Project/Business Administrator
London – Greencoat House office**

KEY RESPONSIBILITIES

Administration

- Email/Project mailbox administration and filing (MS Outlook system).
- Electronic diary coordination.
- Production of all reports, tenders and proposals.
- Production of PowerPoint presentations.
- Manage production of Expressions of Interest (EOIs) and Proposals and coordinate input.
- Produce and administer Agenda and Minutes of meetings.
- General administration/team support.

Financial (Full Training on Financial Accounting System provided)

- Invoicing.
- Credit control.
- Analysis and distribution of Budget Forecast Sheets, highlighting any movements to Project Managers and uploading information onto accounting system on a monthly basis.

Information Management

- Maintenance of all electronic and paper based filing systems.
- Completion of all relevant QA forms for all projects and business development activities and update as necessary. Ensure compliance with the QA system.
- Maintain and regularly review research/library information (hard and soft copy).

PERSON SPECIFICATION

Experience:

- Administrative/Secretarial functions.
- Document control.
- Research and knowledge sharing.

- Business development awareness.
- Understanding of business operations from a financial standpoint.

Knowledge/Qualification:

- Relevant Business Qualification e.g. HNC/OND or minimum of 5 years of relevant Administration experience.

Professional Skills:

- Computer literate to Intermediate/Advanced level in Word, Excel, PowerPoint, and Outlook; Knowledge of Microsoft Visio or similar drawing package and Adobe Acrobat an advantage.
- Financial Management – experience with financial packages would be useful (Training in use of company package (Progression) will be given).
- Highly organised.
- Good time management.
- Strong interpersonal skills.
- Strong communication skills both orally/written.

Behaviours/Competencies:

- | | |
|-------------------------------|------------------------------|
| Proactive | Attention to detail |
| Assertive | Adaptable/Flexible |
| Self Motivated | Enthusiastic & Conscientious |
| Objective | Forward thinking |
| Receptive to change | Persuasive |
| Initiative | Team Player |
| Ability to withstand pressure | |

**If you are interested in learning more about this vacancy please contact either
Caroline Brock in the Greencoat Office
or Sophie Shillinglaw, HR Basingstoke.**



For Sale & Wanted



For Sale: White bedroom furniture (ideal for a teenager)

- 1 double wardrobe with high level shelf
- 1 double wardrobe with shelf and 2 drawers
- 1 chest of drawers (3 drawers)
- 1 bedside cabinet (3 drawers)
- 1 desk incorporating 1 set of drawers (damaged)

Photos available on request. Buyer collects and reassembles. Items available early April
Asking price: £65

Please e-mail sarah.trimmer@scottwilson.com if you are interested in purchasing .



For Sale: VW Beetle, Y Reg (2001) 2.0L , 6 mths Tax, 1 years MOT, 32500 miles and Full Service History.

Electric windows, heated wing mirrors, twin airbags, central locking, anti- theft system, air con, traction control, 6 play CD, alloys, attractive factory fitted body kit including cute "eyelids" to headlamps.

£9500.00 ONO

Contact Simon Lismore on 07782 105930 or Basingstoke Ext 404



For Sale: Size 14 beautiful red embroidered full length Chinese dresses (2 available)- £45 each
Contact Rachel King on Basingstoke ex 372 or 07967 321908



For Sale: Tasco Luminova 675 x Reflector Telescope

- * Unwanted and unused birthday present
- * Length 900mm
- * 110mm spherical aluminised mirror
- * Theoretical maximum 675 x magnification
- * Optimum usage up to 225 x magnification
- * Focal length 900mm
- * 6 x 24 finderscope
- * Interchangeable 1½in eyepieces with H20mm, H12.5mm, and SR4mm
- * 3 x Barlow lens
- * Full equatorial mount with fine tracking controls
- * Heavy duty fully adjustable aluminium tripod
- * Tasco Skywatch CD-ROM
- * All boxes and receipts, with 10 year guarantee
- * Excellent condition

£120 o.n.o - Contact Steven Wilson at the AMScott office in Mansfield or on mobile number 07811 723109.



For Sale: Stimson Tyrol 2 berth camper 96P, 46,000+ miles, based on Peugeot Expert 1.9 diesel, 34mpg, MOT May, Tax July, full service history. 4 fully belted seats (2 swivel). Brilliant design including, lift-up roof, cooker, sink, pumped water, worktop, 3 way fridge, toilet, table, cupboards, wardrobe, mains hook-up etc. Fully equipped camper and practical family car - £10,995.

Phone Tim Jackson - 01256/461161, BA ext 450 or 023/80579006 or 07754/060570



What's On Your Mind



In Response to Phil Holbourn's

Comments on the Scott Wilson Website

From Tim Blow / Oliver Budworth [Group Marketing]

From its inception, our website has been designed to be cutting edge, user friendly and pleasing to the eye. It was designed with help from discussion groups including graduates who have a passion for the website and took into account both technical issues as well as the feel and presence. It has undergone extensive usability testing, is regularly updated and enhanced and receives constant accolade. The Scott Wilson website has had excellent reviews and feedback over the last year and has just come first in the NCE's graduate recruitment survey with a score of 93% (see the article from Georgina Corbett in Attention All Staff above).

The initial greeting is a safeguard to ensure that the correct software is present on your computer before entering the site. Over 98% of all internet enabled PCs now have Macromedia Flash installed [source: www.macromedia.com] thus, the majority of users can click 'enter' straight away. If our competitor sites are browsed, e.g. www.mowlem.com, www.mottmac.com, www.balfourbeatty.co.uk, you will see that they all use Flash. If you go to one of these sites and don't have Flash, you are re-directed to the Macromedia site to get it. Our Splash screen safeguards against this.

With regard to the compatibility for the partially sighted we will be addressing this matter with a redesign and text enlargement facility later this year.

Embedding text into Flash animation has some real advantages, especially when integrating with graphics. We would never advise "Cut and Paste" to copy an office address and this area was not designed for this purpose.

Our aim is to produce a website that is interesting and informative for all our stakeholders and that is regularly updated both in terms of technology and content. It is for this purpose that we have just purchased a new Content Management Software solution to integrate into our site, which when in place, will enhance all the features mentioned above and also help browsers obtain information from our site with as few clicks as possible.

Lastly the Scott Wilson website does in fact have a very good site map* on the home page with full search facilities, this is accessible via the first screen you come to.

To ensure we continue to provide an up-to-date and user friendly website, we will be setting up a web focus group chaired by Oliver. This group will consist of about 6 graduates or staff with a passion for websites, and it is hoped that all divisions will be represented within this group.

*(Editor: *Apologies for misinterpreting the final sentence of Phil Holbourn's article last week - he did in fact mean that our website has a good site map.)*



Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke:
angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

***Photographs should be submitted
in .jpg format or similar***

***Please note that details for Travellers section
need to be received at least a week
before the planned travel.***

Attention All Staff



Q83 Owner Driver Mileage Record Cards

From Catherine Sutcliffe [SWKCL, Basingstoke]

With the current 2003/04 Tax Year ending on Monday 5 April all existing cards must be returned to Catherine Sutcliffe in Basingstoke to enable the P11D expenses return to be prepared for submission to the Inland Revenue. The timetable for this is as follows: -

- a) Any outstanding mileage expense claims up to 5 April 2004 must be submitted to your cashier on or before Monday 12 April 2004.
- b) All 2003/04 Q83 cards are to be returned to Catherine in Facilities Management Department Basingstoke on or before Monday 19 April 2004. The completed Q83 must show the Cumulative Totals for:
 - i) Mileage
 - ii) Amounts Claimed

If you have NOT made a claim during the Tax Year your Q83 must be forwarded showing a NIL return. Where you have more than one vehicle registered on the Scheme, separate Q83's must be forwarded with NIL returns where appropriate.

- c) Your new Q83 will be forwarded to you once Catherine receives your old card, which should clearly show your correct present location.
- d) It is essential that your Q83 be returned promptly. The Inland Revenue impose financial penalties on companies whose returns are not received on time.

Network Rail Business Conduct - Corporate Hospitality

from Geoff French [Basingstoke]

We have received the following from Network Rail who have asked us to include it in ScottLight on their behalf:

"We have recently revised our Business Conduct policies to maintain alignment with best practice in corporate governance. Our policies include an instruction that applies to all our employees and contractors and consultants working for Network Rail, on the giving and receiving of corporate hospitality. In order to avoid embarrassment or difficulties for all it is important that your company as a supplier is aware of these rules.

Our fundamental principle is that it is generally not acceptable for our employees or contractors and consultants working for Network Rail either to receive hospitality from a third party or to give hospitality to a third

party. The only exception is where hospitality is an appropriate courtesy of a business relationship and then modest hospitality.

In this context, we define hospitality as any form of entertainment, gift and personal award or favour. Modest hospitality means low level, low frequency hospitality such as a moderate meal, complying as applicable with the Alcohol and Drugs Policy. Modest hospitality also includes very low value, trivial items such as a calendar, pen, or small box of chocolates.

Additionally, hospitality must be of a nature and scale that is no greater than Network Rail is likely to offer in return.

Hospitality generally not acceptable includes sporting events or activities; theatre going and other types of entertainment events; holidays; weekends breaks and similar.

All of our people must obtain authorisation in advance of accepting or giving hospitality and we maintain a central record of all offers of hospitality, both accepted and declined, to enable overall monitoring of scale of hospitality.

I am sure that you will recognise and support the purpose of our rules and I expect that your own corporate controls are quite similar. Even so, I would appreciate it if you would ensure that your staff are made aware of our policy and reinforce the message so that we avoid any misunderstanding and inappropriate offers of hospitality in the future.” - signed by Mike McLean, Senior Supply Chain Manager of Network Rail



Scott Wilson Holdings Ltd
Scott Wilson International Holdings Ltd
 from Nicola Carroll [Basingstoke]

The registered office address for these two companies has been changed from Victoria Street, London to Scott House. The Marketing Department are in the process of changing the letterheads etc but please ensure that any documentation sent out in the name of these two companies reflects the correct address:

Scott House
 Basing View
 Basingstoke
 Hampshire
 RG21 4JG



Discipline Development Groups (DDGs)
Business Development Groups (BDGs)
 from Jim McCafferty [Glasgow]

The Terms of Reference for DDGs and BDGs can now be found on the Scott Wilson Intranet under SWIMS Level 1 Group Structures and Policies.

The table showing Divisional Heads of Discipline and DDG Chairmen has also been posted awaiting information from Divisional Chairmen and the DDGs.

Anyone seeking information or guidance should contact Jim McCafferty (DDGs), Geoff French (BDGs) or their Divisional Chairman.



Change of Address for York Office

Please note new contact details for the York Office:

Queens House
 Micklegate
 York
 YO1 6WG
 Tel - 01904 652709, Fax - 01904 619503

Scott Wilson Offices Address List
On The Intranet

from Angela Lowle [Basingstoke]

Please remember to let me know when there are any changes to Scott Wilson office addresses, phone numbers etc. I have to rely on people keeping me informed of changes in order to keep the list up to date. Thank you.



New Division – HR Team
 from Ingrid Shardlow [Basingstoke]

There have been a number of changes in the HR Team for New Division and re-allocation of roles and responsibilities.

We would like to welcome Jane Ruffle who joined us on 3rd March as Senior HR Administrator.

Jane will be the first point of contact for anyone requesting bid information. Once she has been fully trained on the systems it is hoped she will be able to provide all the data and figures required.

As a general guide the key people to contact are:

HR Administration

Any general enquiries, requests for information, payroll changes or changes to personal details should be directed to

Jane Ruffle (09.30 – 3.00 Mon – Fri)
 Val Barham (09.30 – 2.45 Mon – Thurs)

Recruitment

Sophie Shillinglaw is Senior HR Advisor but has agreed to concentrate on recruitment for the next 6 months. Joan Kingett provides support to Sophie and manages the recruitment processes.

HR Management

Ingrid Shardlow and Diane O’Sullivan (Wed/Thurs/Fri) are responsible for the following sub-units:

Ingrid Shardlow -	Transport & Infrastructure Ports & Airports Water Planning, Environment & Development Consultancy & Sustainability
Diane O’Sullivan -	Properties Management Services

Please remember that if the person you wish to speak to is not available you can contact anyone else in the department who will endeavour to help you.



Parking Restrictions At The Birmingham Office
from Cathy Evans [Birmingham]

When visiting the Birmingham offices of Scott Wilson can you please bear in mind there are no longer free car parking facilities on the adjoining car park.

Britannia Parking Ltd now manages the car park and they will fine you if you have not 'paid-and displayed' for your car space.



Payments To Sub-Consultants & Suppliers
From Steve Sanders [Basingstoke]

For those of you who are not aware I have changed roles within the Scott Wilson Accounts Department and no longer work within the purchase ledger section.

Any future queries relating to payments for sub-consultants and suppliers should be directed to Mike Brown (Accounts) please.



TRAVELLERS

Location	Traveller	Dates
Krakow	Bob Weekes	29 Mar-6 May
Kathmandu	Chris Massey	20 Mar-6 Apr
Warsaw, Poland	Ann Harvey	24 - 25 Mar
Ukraine (mainly Kiev)	John Trinick	21 Mar - 9 Apr
Berlin	Stephen Vincent	21 - 23 Mar
Ethiopia	Andrew Kasekende	21 Mar - 9 Apr
Moscow	Elena Stebbings	23 - 28 Mar
Poland	Brian Empringham	22 - 26 Mar



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Scott Wilson Partners In Minewater Clean Up
from Caroline Sutton [Basingstoke]

As part of the Coal Authority's national minewater remediation programme Scott Wilson will supervise a £¼ Million scheme to treat water from former coal mines entering the River Douglas near Wigan. Scott Wilson has produced outline and detailed design for the scheme, which is being constructed by Ascot Environmental Ltd. Work commenced in November and is due to be completed by Summer 2004, with landscaping taking place over winter 2004/2005.

The project is designed to give environmental benefits to the Haigh Country Park where iron contaminated water enters the Yellow Brook, a tributary of the River Douglas from the Haigh Sough, which was constructed in the 1700's to drain underground mine workings. The minewater will be pumped to the site of the former Alexandra Colliery where the project will use settlement

ponds and reed beds to remove iron and filter the residue.

Treating the mine water has a number of benefits including:

- ❑ Improving the water quality in the Yellow Brook and River Douglas and, as a result, removing the visual impact of the discolouration within the Haigh Country Park;
- ❑ Reducing the impact on wildlife by allowing invertebrate fauna/algae, along with dependent aquatic fauna, to thrive in the currently impacted stretch of the brook, as well as reducing the impact on river dependent wildlife such as birds, insects and mammals;
- ❑ Improving the public amenity area by removing unsightly iron ochre deposits;

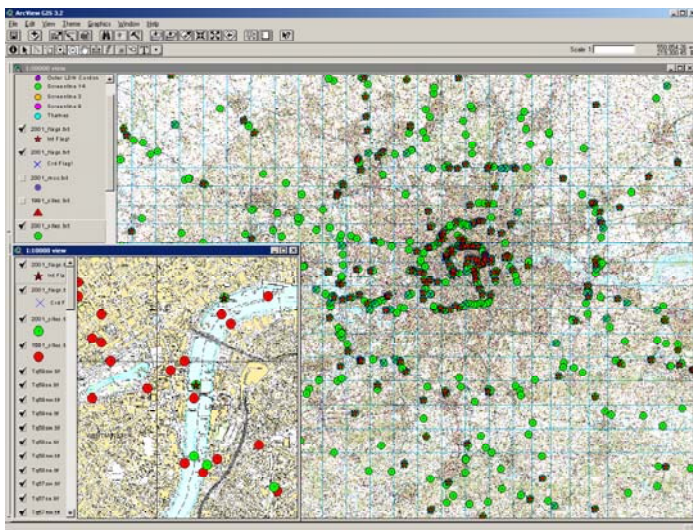
The reed beds will provide further amenity areas for the local community.

To mitigate the impact of the scheme on the landscape a small pumping station will be constructed and minewater pumping pipelines will follow existing pathways to minimise disturbance. Earth mounding and tree and shrub planting will be used to provide long term landscaping and facilities for the public. The Coal Authority will be responsible for the long-term management and maintenance of the completed scheme.



LATS LIFE!!
London Area Transport Surveys
 From David Seares [London, Victoria Street]

LATS 2001 is a package of surveys designed to provide data for the Greater London Authority, and support the Mayor's responsibilities for transport policy and administration in London. A large proportion of the statistical information regarding transport movements comes from roadside interviews conducted at over a 1,000 sites across the southeast. Scott Wilson is currently working on behalf of Transport for London to produce a three-way comparative analysis of data from the 1991 and 2001 surveys with data from the London Transport Studies model (LTS).



The first stage of the project is nearing completion having selected 250 suitable roadside interview sites to take forward for further analysis. This involved the use of a GIS programme and examination of data collection methods and sample sizes. The traffic volumes, trip purposes and trip length distributions will be compared to data from equivalent links in the LTS model, which contains approximately 1200 modelling zones.

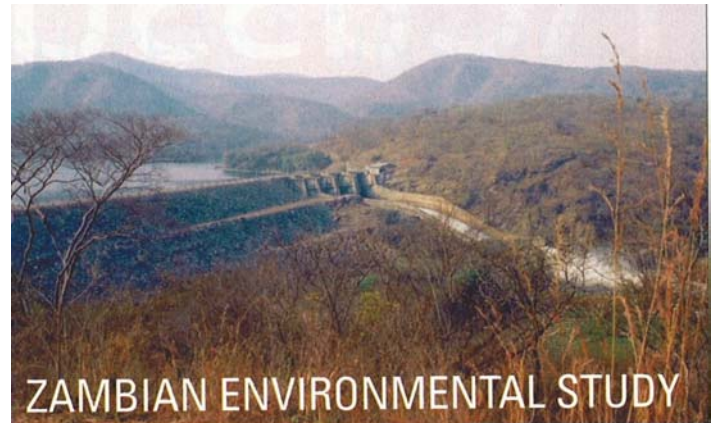
The project will have important outcomes for the (LTS) model which forecasts changes in travel by road, rail and bus. As the LTS model is currently based on 1991 data,

this project will show how successful it has been in forecasting highway data to 2001 from its 1991 base. It will also show the extent to which the model may benefit from using the 2001 survey data.

Our good working relationship with TfL is sure to continue in the coming months as the project progresses.



Overseas Trade - Feb 2004
 from Caroline Sutton [Basingstoke]



A study recently carried out by Basingstoke consultants Scott Wilson Piésold has confirmed that Zambian farmers will be able to grow much more food (from up to 30,000 ha) by irrigation without impacting significantly on the energy sector. The findings cleared the way for the Zambian government and investors to proceed with development of the residual hydropower potential in Kafue Gorge on Zambia's Kafue river.

The 13-month-long study was undertaken for the Zambian government's Office for Promoting Private Power Investment and the national power utility ZESCO. Scott Wilson Piésold worked in association with Lusaka-based consultants RuralNet Associates, with support from the Development Bank of Southern Africa. Visit www.scottwilson.com

This article first appeared in Overseas Trade magazine. Visit www.overseastrade.co.uk to subscribe



Highway Cost Benefit Analysis in Ireland
 from Tom Allen [London Victoria Street]

Through a joint venture with Malone O'Regan in Ireland, various departments of Scott Wilson have been involved in aspects of design for an offline, dual two-lane carriageway on the N8. The 40-kilometre section is between Cashel in the southwest and Cullahill in central Ireland. The scheme is designed to relieve existing and projected levels of congestion along this strategic route corridor.

The London office has been involved with this project since October 2000. Initially, a series of traffic surveys were undertaken to establish existing traffic volumes and various trip patterns. A SATURN traffic model was developed and validated against observed data. Future year scenarios for six different route alignments were

produced and the assignment of traffic analysed within SATURN. A spreadsheet based economics model was used to rank each of the options in terms of their benefit to cost ratio. A preferred route option had been chosen by the end of 2001.

In Autumn 2003, a decision was taken by the National Roads Authority (NRA) for Ireland to issue Highways Orders for the proposed route option and to proceed with the scheme to an Oral Hearing. As such, a revised cost benefit analysis was undertaken for a scheme that had undergone some minor revision.

The NRA stipulated that the UK Department for Transport computer package COBA 11 be used to carry out the cost benefit analysis.

As part of the COBA assessment, traffic flows with and without the proposed scheme were determined from the SATURN traffic model. The SATURN model showed the assignment of long distance strategic vehicular trips onto

the scheme and off the existing N8. COBA then compared benefits gained through journey time savings, vehicle operating costs and accident savings with and without the scheme.

Benefits accrued over a 30 year evaluation period were weighed up against construction and land take costs totalling approximately €285m. The results of this assessment are currently being reviewed.

Once this assessment has been finalised, the NRA will carry out its own audit of this scheme and all other cost benefit analyses undertaken for road schemes in Ireland. The NRA will then be in a position to rank the various proposals and ultimately decide where and where not to build.



Congratulations



Congratulations to **Andrew Hart**, International Division, who passed his viva exam on 15 March for his PhD in Engineering Geomorphology. Dr Hart has been an external student at the University of Plymouth studying landslide hazards in SE Spain as well as spending long spells in Nepal and Bhutan for Scott Wilson.



Long Service Awards



Congratulations to **Roger Doubal** in the Glasgow office who has completed 30 years' service.



Newcastle Victory At IHT Event

Adrian Spencer of Scott Wilson's Newcastle office won 1st prize at the IHT North East Branch annual papers competition with a paper titled: '*Tunnelling to Meet Hong Kong's WestRail Challenge*'. The competition, which is for 'young' engineers (if under 35 counts as young), was well subscribed: 9 synopses were submitted and 5 of the 9 entrants were invited to present their papers.

Adrian's paper was a welcome departure from the otherwise universally adopted powerpoint presentation. Using just a few maps and photographs, Adrian gave an overview of the WestRail project, a new 31km railway for passenger and freight, which opened in December 2003. He then focused on one particular aspect – the construction of the twin 3.6km Kwai Tsing Tunnels. Adrian, who worked on Kwai Tsing Tunnels with Joint Venture Contractor Dragages-Zen Pacific, outlined the way the tunnels were excavated using drill and blast and boring techniques and gave a fascinating description of the 9m diameter Earth Pressure Balance tunnel boring Machine (EPBM).



He highlighted the major environmental challenges faced by tunnelling through some of Hong Kong's most dense urban areas, and explained how these had been overcome.

Winding up, Adrian noted that WestRail had cost around £5 Billion, and had taken barely 7 years from initial conception through to the scheme being open to the public. He attributed this rapid implementation to Hong Kong's economic foresight and decisive procurement strategy.

Finishing on a controversial note, Adrian suggested that the UK could usefully learn some lessons from this approach.



Moves



STARTERS

A warm welcome to:-

Jason Wall, Senior Civil Engineer (ex-SWP employee) has accepted his offer of employment in the Tunnels and Dams group and will be starting work on 15 March 2004.

Chris Bloodworth who has joined the Scott Wilson Water E&M Team in Mansfield as a Mechanical Engineer. Chris, who recently moved to the UK from Zimbabwe, previously worked with Costain in the Thames Water area.

Philip Layland who has also joined the Scott Wilson Water team in Mansfield as Proposals Co-ordinator. Philip is a Chartered Mechanical Engineer and joins us from Memcor.

Scott Wilson Expands Archaeology Team

Scott Wilson has expanded its archaeology team with the appointment of **Sarah Hemley** as Archaeological Consultant.

Sarah joins the Company with excellent knowledge of the archaeological market within the southeast having previously provided advice and possible mitigation strategies to aid with archaeological issues upon a wide

range of greenfield, brownfield, rural and urban sites for developer clients.

She has experience in writing Desk Based Assessments, Watching Briefs, Environmental Impact Assessments and Conservation Plans both in London and across the country.

Sarah has an in depth knowledge of planning procedures in relation to archaeology and built heritage within the scope of PPG15 and 16, Unitary Development plans, Local Plans, Areas of Archaeological Priorities and Conservation Areas.

She has undertaken work as a Field Archaeologist for a number of archaeological organisations, assisting on excavations with a diversity of periods including Prehistoric, Roman, Medieval, Post Medieval and cemetery sites within major urban centres, particularly London.

Sarah's previous archaeological experience has included work at London Blackfriars Station, Margate Pier and on the redevelopment of Dartford Town Centre. Since starting at Scott Wilson she has already begun work for the East of England Development Agency on assessing the archaeological risk on various development sites, whilst working internally on projects with the Matlock and Basingstoke offices.

Sarah will be based in Scott Wilson's London Victoria office working closely with Andrew Harris, Head of Built

Heritage and the established archaeology team in Leeds under Head of Archaeology Simon McCudden.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Environmental Scientist

Ground Solutions Group (GSG) is committed to the provision of high quality environmental, geotechnical and surveying services to its clients.

Based in Ashford, Kent GSG has a requirement for an Environmental Scientist with two years' post-graduate experience in contaminated land investigation and assessment (Phase 1 and Phase 2 studies). Experience must include organisation and supervision of site works, including window sampling, trial pitting and landfill gas surveys. Preferable experience in environmental auditing, air quality monitoring or asbestos surveys is also advantageous.

Good report writing and verbal communication skills are important requisites for this position.

If you are interested in this position please contact John Pilcher, Ground Solutions Group, Station Road, Ashford, Kent, TN23 1PP, or, e-mail him at: john.pilcher@scottwilson.com



Administration Officer (Finance) Maternity Cover

Our Glasgow Office is seeking to appoint an Administration Officer to cover maternity leave for 6 months. We are looking for an individual who has a methodical approach to their work and has strong communication and organisation skills. The successful candidate will have at least 5 years experience in sales ledger, credit control and invoicing. Duties will also include the provision of general administration duties.

For more information on this position, please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com



For Sale & Wanted



For Sale: 5150 pacer "wideboy" snowboard + Salomon S2 bindings + board bag, Excellent condition, hardly used £150 o.n.o
Contact Ted Page(Derby)
edward.page@scottwilson.com or 01332 851892



Wanted: Any unwanted Tesco's "Computers for School" vouchers will be gratefully received by Joanne Martin at the Chesterfield office.



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5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar
Please note that details for Travellers section need to be received at least a week before the planned travel.

Attention All Staff



Forthcoming Conferences/Seminars/Courses

from Janet Lucas [Library, Basingstoke]

- 30 March - 1 April 2004
CP Design Validation: Applications to Offshore Structures and Pipelines
Southampton
Short Course

Further details on the above are available in the Library.



NCE Communication Competition 2004 Yorkshire Regional Heat

from Ben Salussolia [Chesterfield]

A team of budding young Scott Wilson engineers and a noise & air quality specialist recently took part in the Yorkshire region heat of the 2004 NCE Communications Competition, which was held in an isolated hotel off the A1 in West Yorkshire. The competition was open to employees aged 35 and under, and at least half of each team was to be made up of current ICE members. The competition challenged the teams to select one of a given list of theoretical engineering construction scenarios, produce a public consultation-style presentation to an audience (the other teams and the judges) and then take questions from the floor.

So, a motley crew of five Scott's best orators from C Division took up the gauntlet. A review of the scenarios on offer led us to select the "A999 Whitedown Hills Strategic Route", a theoretical village / town highways bypass scenario. This highlighted the problem of severe congestion accumulating along a busy section of single-carriageway, which joins dual carriageway at either end. The brief challenged us to present proposals for the alleviation of this congestion.

Our team philosophy from the start was to present a range of possible solutions to the problem of the traffic congestion on the 'existing' A999, keeping the emphasis very much on presenting options to the audience and inviting feedback. It was felt that this approach would suit the brief in the best way, and would gain the support of the audience.

The organisers manipulated the atmosphere to bear as close a resemblance as possible to a real public consultation scenario, complete with regular interruptions, heckling, and awkward questions coming from the audience. There was a tight limit imposed on the duration of the presentation – 20 to 23 minutes – with penalties for over-running. The remaining time up to the half-hour mark was for questions, which came in thick and fast. There were four teams competing in total, and Scott Wilson were unfortunate to be given the last slot. Our team tactics through the first three presentations was to avoid being awkward to the other teams, thereby building up our good karma and hopefully avoiding any tricky questions from the other teams. It didn't quite work out like that... Still, we came a creditable second, with Arup in Leeds going on to represent Yorkshire in the National heats in Cambridge.

The team were:- Sarah Andrews (Chesterfield), Andy Cross (Derby), James Cuthbert (Matlock), Suzanne Scott (Chesterfield) and Ben Salussolia (Chesterfield).



Warsaw Office Extension Numbers

from Lucyna Szepletowska [Warsaw]

The following telephone extension numbers of Warsaw office employees are given here to facilitate international callers.

The Warsaw office telephone number is:
+48 22 542 41 80, and the extensions are as follows:

Management and Administration:

Simon Hindshaw: 226
Lucyna Szepletowska: 220
Tomasz Krawczyk: 210
Zbigniew Szczachor: 204
Monika Chodkowska: 150

Environment:

Barbara Cieslewska: 134
Inka Krawczyk: 182
Tomasz Koprowski: 132
Pawel Zejer: 180
Rafal Poborski: 178

Railways:

Jacek Mocki: 120
Jakub Biziel: 168
Andrzej Mialkowski: 172
Pawel Parszewski: 164
Jaromir Czerniak: 162



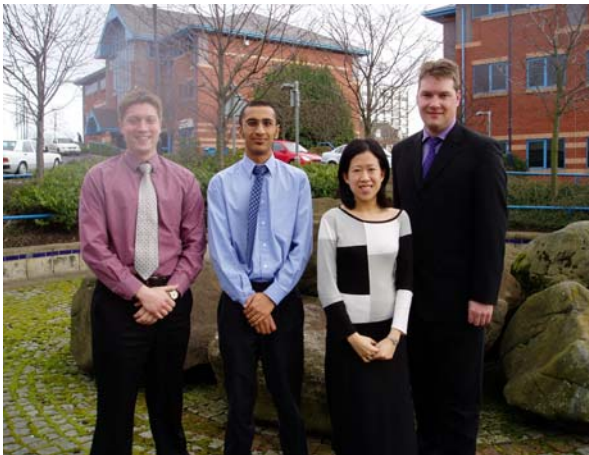


CHALLENGE - WEDNESDAY 28 APRIL 2004

Please sponsor Scott Wilson's Teams taking part in the challenge on Wednesday 28th April (see below for more details). You can sponsor all Scott Wilson teams by email to grace.smith@scottwilson.com (all money raised will be shared between all SW teams).

Newcastle Office Face RedR Challenge
from Adrian Spencer [Newcastle]

A team of 4 from Scott Wilson's Newcastle Office are boldly going forward to face the RedR challenge, at Birmingham's NEC next month.



The Newcastle Team: Adrian Spencer, Ashok Hirani, Grace Smith, Tony Buckley

The RedR challenge is an annual, one day event, in which teams of 4 take part in a series of gruelling physical and mental challenges. The aim of the event is to promote the activities of RedR (Register of Engineers for Disaster Relief), an organisation run by the ICE which sends volunteer civil engineers to disaster areas around

the world, in order to use their talent and skill to provide essential life saving infrastructure.

The RedR challenge is an excellent opportunity to find out about what RedR has to offer, meet engineers from other organisations, visit the Civils Exhibition at the NEC (which is on at the same time), and generally have a good day out.

Currently, Newcastle is the only Scott Wilson office entering a team – but it would be wonderful if we could raise more teams from other Scott Wilson offices!!! Don't miss out on this fantastic opportunity!!!


The RedR challenge is also a fundraising opportunity for RedR, and the teams are asked to raise what money they can. If you would like to make an individual contribution to sponsor the Scott Wilson teams for this worthwhile cause, please pledge your donation by email to: grace.smith@scottwilson.com. (Sponsors should include their full name and address and also their permission, please, for gift aid tax relief to be claimed). All money raised in this way will be shared between all Scott Wilson teams that enter the event.

If you would like to enter a team for the RedR challenge, more information can be obtained from Marina Jones (marina@redr.org).



Some photos from last year's event





TRAVELLERS

Location	Traveller	Dates
Yatela Gold Mine, Mali **	Paul J Bitcheno	23 Mar-22 Apr
Belgrade	Ivan Hodgson	29 Mar - 3 Apr
Cairo	Hany Hassan	26 Mar - 2 Apr
Iran, Tehran	Alan McNaughton	2 - 28 Apr
Romania	Tanya Petrova	17 - 26 Apr

**[This is in relation to supervision of construction of a leach pad (designed by Scott Wilson Mining) and specifically for the laying of High Density Polyethylene liner. The pad is almost 1km long - Paul Bitcheno]



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

A Small Project Raises Scott Wilson's Profile from Caroline Sutton [Basingstoke]

INTERNATIONAL PRESS-CUTTING BUREAU
 224 236 Walworth Road, London SE17 1JE
 Tel: 020-7708 2113 Fax: 020-7701 4489

Extract from:
 GREEN PLACES
 London
 (circ:6, 084)

-- MAR 2004



A community planting day was held last month to celebrate the imminent completion of the Peafield Lane Park enhancement scheme, in Mansfield, Nottinghamshire. Commissioned by Mansfield District Council (MDC) and masterplanned by Scott Wilson, the £700,000 scheme includes a skate park and BMX track, junior and toddler play areas and raised flowerbeds. Scott Wilson began initial design work in May 2002 and has overseen work on site by MDC's works department – the main contractor – since August 2003. The scheme was designed to involve the community as much as possible, and at the community planting day local people planted 800 plants around the sensory garden. The scheme should be completed this month.

Visit: www.scottwilson.com

Lochaber Phase 2 Design from Andrew Thick [Ashford]

Scott Wilson Piésold have been awarded a contract for the phase 2 design study of the Lochaber Hydropower Scheme at Fort William, in Scotland. Our client Alcan Smelting and Power UK, is the owner of the power station. This initial study will examine options for replanting the existing station or constructing a new station. The installed capacity will be approximately 90MW.



The Lochaber Scheme was built specifically to feed power to Alcan's Smelter in Fort William. The first stage of the project was constructed in 1929 and the original plant is still in operation today, but due to the high cost of maintenance, it is now in need of refurbishment or replacement. Previous studies have established the possibility of replanting the existing station, or constructing a completely new power station.

SWP will develop a series of options, together with energy and costing data to enable Alcan to perform their own economic analysis to select the most

appropriate scheme. This phase 2 design study is due for completion by the end of June 2004.



Moves



STARTERS

A warm welcome to:-

New Recruit for the North West

Lise Roberts joins Scott Wilson in the new role of Business Development Manager for the North West and will be based at the Manchester office. She has worked for both the private and public sectors. She most recently worked for the Metropolitan Borough of Sefton, as Head of Service Development (Leisure Services) and was involved with Formby Pool Leisure Centre and Crosby Coastal Park (redevelopment of the Marina).

At Sefton Lise developed Sefton's Cultural Strategy and was responsible for the co-ordination of Sefton's Cultural Forum to complement Liverpool's Capital of Culture 2008.

Lise, who has a BA (Hons) Degree in Geography and a Masters in Landscape Design, is delighted to continue working in the North West: "The area encompasses the dynamic areas of Manchester, Liverpool and Leeds which is a fantastic challenge".



Sports & Social



Scott Wilson Charity Golf Day at Hankley Golf Club from Freddie Brown [London]

On Wed 17th March Scott Wilson proudly sponsored the 15th Hole at Hankley Golf Club during the annual charity event aimed at raising funds for local Autistic children. The event raised over £30,000 and was attended by local and national golfers and organisations.



Representing Scott Wilson was Freddie Brown with his guests (see photo) from left to right Gareth Howell from Design Group 3 Architects, Freddie, Michael Hulls from Oakville Project Management and Rob Boast from Timms Edda Quantity Surveyors.

We won none of the super donated prizes and came about the middle in a very competitive field, beaten by lack of practice (honest) and the heather!

We did make the successful auction bid to play golf with Peter Alliss later in the year. Need to book those lessons soon.



A1 Fun Day from Alan Blair [Glasgow]

On Sunday 14th March, fresh from a Saturday night free from alcohol, a team of five would-be Liz McColgans set off from the Glasgow office to take part in a 7km fun run organised to mark the official opening of the A1 Haddington to Dunbar Expressway.

The Glasgow team, Jill Irving, Catriona Miller, Lynn Masterson, Bryan Evans and Alan Blair, did Scott Wilson proud and managed to complete the course in good time despite the high winds and uphill gradient. However, as designers we perhaps only have ourselves to blame!

Thank you to everyone in the Glasgow office who sponsored us which helped spur us round the course. A total of £360 was raised in aid of Save the Children.



Vacancies



**Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.**

Engineer/Senior Engineer –Engineer Nottingham - Level (3.1/3.2)

We have a new vacancy for an Engineer/Senior Engineer within our Pavement team at Nottingham. The post is ideal for a chartered engineer wishing to diversify his/her portfolio of experience in a specialised and challenging environment.

We require someone to manage projects from inception to completion involving proposal preparation, technical reviews, and reporting and presentations to clients, particularly of pavement evaluation projects around the UK.

You will report to the Technical Manager, acting as Team Leader in his absence, and supervising junior staff. You will also be required to liaise with our Operations team responsible for planning site work, and Laboratory staff responsible for materials testing. You will be required to

maintain regular client contact, and pursue any opportunities arising for further work.

The person we appoint will have site experience, preferably on highway or airport construction, and ideally a knowledge of site investigation procedures.

They must demonstrate a capability to manage resources within the office environment to ensure project deadlines are met within agreed budgets. A proven ability to produce clear, concise technical reports within agreed client remits is required. Minimum qualifications will be BEng/MEng, preferably in Civil Engineering.

A current UK driving license is preferred, and knowledge of site safety requirements is desirable.

To find out more please contact Bachar Hakim or Martyn Jones on telephone 0115 922 9098



For Sale & Wanted



For Sale:

Sony 25" Colour TV. Remote Control. Good Condition - £50.00

Solid Pine Corner TV unit - £20.00

Contact: Angela Lowle, Basingstoke ext 339 or angela.lowle@scottwilson.com



For Sale:

First Computer:

Processor: Authentic AMD-K6 3D Processor
Hard drive is 20GB
128 MB RAM
Samsung DVD Rom SD606
Samsung CD-R/RW SW-204B
Modem: V.90 k56 Flex HSP PCI Modem
Microsoft PS/2 Port mouse
PC/AT Enhanced keyboard (101/102-key)
Two USB Ports
Floppy Drive
17" Monitor
Window Me
Office 2000

Price: £250 or nearest offer
Contact Fatima Khan (Basingstoke)
Fatima.khan@scottwilson.com or call at 07944363850.

Second Computer:

Processor: Pentium 3 600 MHZ original Processor
Hard drive is 20GB
128 MB RAM
DVD Rom SD606
Modem: V.90 k56 PCI Modem
Two USB Ports
Floppy Drive
14" Monitor
Window Me
Office 2000

Price: £290 or nearest offer
Contact Fatima Khan (Basingstoke)
Fatima.khan@scottwilson.com or call at 07944363850.



What's On Your Mind



Scott Wilson Fleece Jackets?

from Stewart Gordon
[ADSR, A1 Haddington - Dunbar Expressway]

I am currently working with Balfour Beatty on site and I see their senior staff wearing fleecy jackets with the Balfour Beatty name / logo embossed on the jacket.

I regularly wrap up in a fleece to keep warm on site and thought it would be appropriate for senior Scott Wilson staff to display our emblem in the same way.

Would you give consideration to providing such protective wear to staff on site and / or regular visitors in order to promote our name further.

I would certainly be willing to wear one.



Reply from Ewan Craig [Basingstoke]

Facilities Management have supplied coats and other Personal Protective Equipment to site staff on client bases for several years. The coats carry our logo and do help to promote our firm and staff on the sites.

The Facilities Management Section (Basingstoke) has sourced a good supplier for clothing with logos for site staff. The coats have a removable warm lining. They are available with Scott Wilson logos on the front left hand side. Other items that have been obtained recently include T-shirts, polo shirts and trousers.

People with orders for coats or other clothing with logos should contact Jade Clark in FM at Basingstoke. Please note that a Purchase Order is required for the cost of the clothing, approved by the Project Manager/Project Director and charged to your project job number.



Items for inclusion must be received by
5 pm on Mondays
e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar

Please note that details for Travellers section need to be received at least a week before the planned travel.

Attention All Staff



Water Group (New Division)

from Denver Brown [Peterborough]

There are a number of changes within the management structure of the Water Group.

Paul Francis takes over the role as Team Leader for Water Group (North) in the Morley office. Damon O'Brien takes over the role as Team Leader for Water Group (Central) in the Mansfield office. Paul and Damon with David Dales who has successfully merged the Coastal and Water Teams in Basingstoke as Water Group (South) join Stewart Vickers and me in the Water Group Board for New Division.

We also this month welcome Philip Layland as Proposal Co-ordinator and Chris Bloodworth as Mechanical Engineer to the Central Team and Santina Pennisi to the South Team.



Stranger Than The X-Files Fox and Mulder – Stay Away

from Gordon Bathgate [Glasgow]

Late on Friday evening 19 March, we here in the Glasgow Office narrowly averted a major fire incident when a member of staff took prompt action. The source of the thick smoke filling the basement drawing office was a faulty capacitor in an overhead fluorescent light fitting. If the electricity supply had not been cut off, flames could only have been a few seconds away.

Our London office sustained major damage when a fluorescent light fitting malfunctioned. A colleague in the Glasgow office has recently suffered major fire damage in his house caused by a malfunction in a fluorescent light fitting. In that case the fireman said, "These fittings are always catching fire". The electrician who attended the Glasgow office told me, "It's not uncommon for these things to go on fire".

Let's learn some lessons here and put them in to practice immediately.

Switch off all room and corridor lights when and as offices close for business each night (let cleaners put lights on and off to suit their requirements).
Last person out of the building, check that all lights are off.

Do not allow fluorescent tubes to flicker. Replace them immediately as flickering can result in over-heating of the fitting and ultimately fire if left long enough.

Think also about any fluorescent light fittings at home.

There may be special circumstances in particular offices, so check with your local Health & Safety Manager, and find out any special procedures in your area.

The incidence of two fires and one potential fire, all emanating from fluorescent lighting, is very concerning.

We don't need Fox and Mulder from the X-File to solve this, we need everyone of us to follow the simple procedures which obtain at our place of work,



Change of Address for Shanghai Office

from Janus Chu [Hong Kong]

With effect from 5 April 2004, our Shanghai office will be relocated to the following address. Please update your records accordingly.

Scott Wilson (Shanghai) Ltd
No.1810, Dongfang Road
Pudong New Area
Shanghai 200127
People's Republic of China

Tel: +86 21 5089 9038
Fax: +86 21 5089 9030
e-mail: sw.sho@scottwilson.com.cn



Linguists List

From Lusa Armstrong [Basingstoke]

Thank you to everyone who helped me update the list. You can find an updated Linguists list on the Intranet (under General Procedures & Information) and I also have a hard copy.

For any updates please contact me in the Basingstoke office ext: 356, or email to:

lusa.armstrong@scottwilson.com





2004 Photographic Competition

from Tim Blow [Basingstoke]



This year's competition will just have two entry categories which are as follows:

1. Project Photographs

Any interesting photographs of any of Scott Wilson's projects. This can cover the whole range of our diversity and include start, mid and finished work.

2. People

People at work, in the office, in action, caught unaware, on holiday, laughing, crying, jumping etc. We are after a collection of situations, actions and expressions for our image data bank.

Prizes

£200 overall photographer of the year winner

£150 overall category winner

£50 per division category winner

Rules & Regulations

1. Photos should be submitted on an 'as and when' basis up to the beginning of December to Tim Blow (Marketing - Basingstoke). Prizes will be awarded at the end of December
2. Photos must be clearly labelled with job title, brief description of the photo plus date taken (approx) and of course, your name and division.
3. If there is potential for a related press release, please advise and give a brief description so we can follow up with you.
4. You can submit as many photos as you want in electronic format (tiff, jpeg, bitmap), 35mm slides for scanning or normal photo.
5. Photos submitted electronically should not have been enhanced by any photo software!!
6. Judges decision is final!
7. Competition closes on Friday 10th December 2004.

Everybody is encouraged to actively participate in the competition!



Merit 2004 Competition

from The A-Team * [Glasgow]

Scott Wilson was represented by 3 teams in this year's MERIT 2004 competition and performed with varying degrees of success. MERIT is a management simulation in which the teams of up to 6 people steer a fictional construction company over an 8 week period competing against over 200 of the leading consultants and contractors from the UK and overseas. All the Scott Wilson teams had their ups and downs with the A-Team from the Park Circus Glasgow office coming a respectable 13th in the final league table while SWR Team 1 and Team 2 from Scott Wilson Railways in Buchanan House Glasgow put in a feisty performance in the bottom half of the table finishing 165th and 152nd respectively.....better luck next time guys!

Although it has been hard work for everyone involved it has definitely been a beneficial experience all round and is thoroughly recommended to all graduates in the company. Compared to other companies of the same size Scott Wilson was under-represented, so it would be good to see a lot more Scott Wilson teams in next years competition, flying the flag so to speak.

On a personal note the A-Team would like to thank anyone who helped them along the way be it with their advice or in the use of company facilities. Team member Jonathan Drummond commented "if the bidding and estimating team had got their way we would have been down the bottom of the league with the choo choo boys!"

*The A-Team consisted of Gary Templeton, Jonathan Drummond, Brian McGhee, Alan Blair, Robert Flanagan and Graeme Reid.



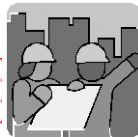


TRAVELLERS

Location	Traveller	Dates
Romania	Tanya Petrova	17 - 26 Apr
Podgorica	Jamshid Soheili	3 -9 Apr
Podgorica	Mark Gould	3 -9 Apr
Istanbul & Cairo	Oz Balaban	6-12 April
Lahore	Paul Varley	until 8 April
Cairo	Hany Hassan	until 11 April
Lahore	Alan Gray	until 13 April
Tehran	Daniel Fayolle	until 14 April



What's Going On?



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 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

M&E Nets A Million

from Geoff Ralls [Basingstoke]

The Basingstoke M&E unit has been successful in obtaining an instruction from Aspire Capital Works to provide Mechanical and Electrical building services designs for up to 62 new build offices/training buildings/stores and depots as part of the Project Allenby/Connaught PFI. The fee, at over one million pounds, is in Scale B and will be spread over the next six to seven years, providing a useful baseload of work for the M&E unit.

Project Allenby/Connaught involves the renewal/refurbishment and 35 year management of the Aldershot and Salisbury Plain Garrisons for the Army. This includes the garrisons at Tidworth, Bulford, Perham Down, Warminster, Larkhill and Aldershot.

Two years ago Scott Wilson was unsuccessful in the initial multi-discipline bid as part of the Abraxis Consortium (Amey/Bovis Lend Lease). In July 2003 Aspire Defence (Mowlem/Kellogg Brown & Root) were announced Provisional Preferred bidder. Financial close is now due in the summer, when site possession will occur and the first six new buildings currently being designed will start construction.

Scott Brownrigg Architects are acting as overall lead architects within the Aspire design team and are leading the accommodation/messes packages, with KBR as structural/M&E designers. Broadway Malyan Architects are running the offices/technical buildings package with Campbell Reith Hill (Structures) and Scott Wilson M&E.

Paul Deakin from the Basingstoke office is Project Manager, and since 22nd March 2004, Norman Evans (Electrical) and Ian Harris (Mechanical) have been resident in the Aspire Design Team Offices at Finchampstead, and will be joined by other M&E design and CAD staff as the workload ramps up over the next 6-12 months. Geoff Ralls is Project Director.



**Improvement of Parks in Wakefield District
By Leeds Office**

from Lisa C. Wisniowski [Leeds]

Scott Wilson's Leeds office has been awarded a commission to undertake a comprehensive audit of 22 major parks in the Wakefield area as part of a wider initiative by Wakefield Metropolitan District Council to protect, improve and develop parks, playing pitches and green spaces across the district.

The study will record the condition of the existing infrastructure of the parks, with information to be gathered on walls, fences, paths, roadways, paved areas, the condition of formal and informal planting, lakes, ponds and their surrounds and facilities such as bowling greens, putting greens, tennis courts and formal gardens. It is expected that the audit will be completed in April 2004.

The audit is being undertaken in parallel to other initiatives led by the Council, including a Green Space Strategy and an audit of playing pitches in order to plan to meet increasing demands for recreational and sporting provision. Allan Smith, the Council's Public Realm Manager, said: "We are involving the community in the study via our Friends of the Parks groups. Our parks managers and maintenance staff will be also be involved

in the audit, contributing their own knowledge and expertise. We look forward to all the information coming together so that we can draw up development plans to protect and improve the district's parks."

Scott Wilson's planning and landscape management teams are one of the country's leading exponents of Greenspace Audits utilising the latest guidance in PPG17 and the Companion Guide. Scott Wilson offices throughout the UK have advised numerous local authorities and other agencies on carrying out green space audits and the development of strategies including Greater London Authority, Southwark Council and Nottingham City Council. In so doing we have developed state-of-the-art audit and GIS data capture techniques as well as the relevant GIS and software packages for the interpretation and manipulation of data.



Two Down - One to Go in Hong Kong

From Chris Jennison [Nottingham]

Congratulations once again to the Scott Wilson team led by Francis Chan and Albert Cheung, who managed a "double" in winning two Pavement Condition Survey projects in Hong Kong in as many months. Work in this 6-month second project comprises the surveying of over 1000 roads in the Kowloon Peninsula using a combination of techniques which include Ground Penetration Radar, manual and video based visual condition survey and coring.

The official commencement date was March 25 - less than two months after we assembled a sizable work force for the Hong Kong Island project. Reinforcements are being mobilized to help expand the combined project team, which is currently led in Hong Kong by Dr Lam Wah Cheung from Scott Wilson Pavement Engineering.

Progress on the Hong Kong Island project is good, thanks to the effort put in by all the team members. We hope this will help to convince our client, the Hong Kong Highways Department, that they should consider awarding us the third and bigger contract for the New Territories - result due out in April. Stay tuned and fingers crossed for the "hat-trick".

[Fee scale D]



**Scott Wilson Water Successes
(Fee Scale D)**

from Paul Francis [Mansfield]

High Royd Waste Water Treatment Works

Scott Wilson Water (North), in association with our Framework Partners KBR, has secured a major Wastewater Treatment Works refurbishment project for Yorkshire Water Services at High Royd. We will be project managing the overall scheme including design, construction and commissioning. It is usual with such schemes that the initial feasibility and project preparation works lead to site supervision and contract administration commissions. This will extend the commission through to completion in the summer of 2005.

Vin Bamford will be PM with assistance from Marc Rozsa, Geoff Bryns and Anna Farrell.

The works will entail an overall refurbishment of the site including removal of all existing process equipment and installation of new systems. As part of this process the possibility of incorporating innovative Intelligent MCC and associated technologies is also under consideration.

Project Manager Secondment

We are seconding Vin Bamford to Yorkshire Water Services (YWS), to carry out an NEC Project Management role over a twelve-month period within Mott McDonald Bentley's office - one of their Capital Solution Partners - based in Skipton, North Yorkshire. This is an important role as we will be required to manage a number of key projects under the NEC Conditions of Contract on behalf of YWS.

Extension of Capital Assurance Audit Role

A further twelve-month extension of the CAIT audit role has been agreed with YWS. CAIT (Capital Assurance & Innovation Team) which comprises SWW, our Association partners KBR and EC Harris, to audit Yorkshire Water's various contract partners to ensure that quality and technical standards are being maintained and provide YWS with a resource to assist them as part of their drive for continual improvement and innovation. Geoff Bryns as Head of Environmental Audit will manage parts of this scope with further work for Shawn Ward and Paul Cleary.



Central Division Working Hard at Raising Profile
 from Caroline Sutton [Basingstoke]

Scott Wilson tackles congestion on the A52

TRAFFIC waiting times have been significantly reduced at the problematic Nottingham Knight Roundabout on the A52 thanks to a £600,000 Highways Agency congestion-busting scheme, designed by International Consultant Scott Wilson.

Preliminary Highways Agency tests show journey times during the morning rush hour have been cut by more than 10 minutes.

Scott Wilson designed the scheme on behalf of its sister company AMScott, a joint venture between Scott Wilson and McAlpine Government Services. AMScott.

Under the Highways Agency's Midlands Framework Contract, supervised contractor Geoffrey Osborne Ltd's constructed the new road system.

Roads Minister David Jamieson said: "I am delighted the measures introduced at the Nottingham Knight roundabout are already proving so beneficial.



"The strategic road network, of which the A52 is an important part, is the backbone of our national transport system and delays on that network cause frustration and affect people's livelihoods."

The A52 was altered so that all three lanes can be used to continue westward towards Derby.

Previously the right hand lane had only allowed traffic to turn right but had proved to be underused and

contributed to the build up of vehicles.

In addition, the new design provides access to all three lanes for a 100m approach to the roundabout, rather than simply adjacent to it.

The A60 northbound, which crosses the A52 at the roundabout, was also altered to reflect the traffic flow.

Again a 100m access has been provided for all three lanes as originally the third lane could only be accessed on the immediate approach to the Give Way line.

To achieve this and to improve safety, Scott Wilson redesigned the approach to improve the entry angle.

Scott Wilson is currently looking at another congestion relief scheme on the A52.

The Wheatcroft roundabout is approximately a mile east of Knight Roundabout but conversely suffers congestion eastbound in the early evening rush hour.

Congratulations



Colleagues will be pleased to hear of recent honours awarded to **Steve Brown**, Chairman of SWPE, who has been a consultant to Scott Wilson for many years. One is announced in the following press release. In addition the Council of the Institute of Asphalt Technology wish to offer Steve an Honorary Fellowship at their annual conference to be held in May.

"International Recognition For Nottingham Academic

A professor at The University of Nottingham has been honoured by one of the most prestigious asphalt paving technologists organizations in the world. Professor Stephen Brown, FREng, was made an honorary member of the Association of Asphalt Paving

Technologists at a ceremony held in Baton Rouge, Louisiana on March 9.

The association, based in the USA, is the leading international learned society in its field and was founded 80 years ago. Only 23 people have been honoured in this way to date and Professor Brown is only the second from outside North America, the first being his predecessor as Head of Civil Engineering at the University, Emeritus Professor Peter Pell.

Professor Brown, director of the University's Nottingham Centre for Pavement Engineering, has also been re-elected to the association's Board of Directors, a very rare honour for a non-American."

Moves



STARTERS

A warm welcome to:-

Beckie Woodland who has joined London Transportation as Graduate Transport Planner, having recently graduated from Swansea University.



LEAVERS

Goodbye and Good Luck to:

Stephen Hobson Site Electrical Engineer (Iran)
- 28/02/04

Brian O'Connor Site Electrical Engineer (Iran)
- 17/03/04

Gordon Williams Environmental Scientist
- 02/04/04

Sports & Social



S.W.I.M.S Football Heroes! from Paul Kirk [Newcastle]

Scott Wilson Newcastle's five-a-side team **S.W.I.M.S (Scott Wilson's International Magnificent Seven)** took part in the Northeast Regional finals of the annual ICE National five a side Competition on 20th March.



Things started well for our trophy hungry team, despite the blustery conditions, and a gruelling mid-week victory 2 days before, with a 10-3 thrashing of White Young Green. Player Coach Tony Buckley struck in the first minute when he intercepted the hapless WYG goalkeepers throw out and coolly slotted home.

Within minutes the flamboyant skill of Greg Fullerton put S.W.I.M.S 2-0 up and they began to dominate. Fast, skilful and exciting football followed with Captain Paul Kirk netting a hat-trick before WYG had even threatened to break sweat. Incensed by a strong challenge sending a WYG player into the boards, they mounted a comeback scoring three goals in quick succession. However with the poise of potential cup winners S.W.I.M.S took control of the game netting five more times and controlling the game comfortably.

At this point our boys were full of confidence, but the exertions of the first game would come back to haunt them. Game 2 against Montgomery Watson saw a different S.W.I.M.S team, more defensive with little attacking options. The lack of fitness was beginning to tell, with goalkeeper Gary Mitchelson called into action on more than one occasion making some fine stops.



MW began to take charge, despite some robust defending from Messrs Buckley, Kirk and Calder, the later causing MW's striker to lash out, leaving the referee with no option but to send him for an early bath. Despite the man advantage and another MW player leaving the field due to a back injury S.W.I.M.S struggled to play with the same intensity as the previous game and finished 5-2 losers.



There was still hope of semi-final qualification as they headed into the final game against Atkins' "Blaydon Squad". Sounding and looking more akin to a boy band, our boys went into the game full of confidence. A tense physical game followed with both teams going close. A lucky goal turned the game in Atkins favour when the referee awarded the goal despite the ball seeming to travel through the side netting. From this point S.W.I.M.S never really looked like regaining their stride and lost 4-0, small consolation that the "Blaydon Squad" ran out eventual winners.

This may just be coincidence but the time of the teams knockout from the tournament strangely coincided with the opening of the bar and whilst they might not have come first in the football they were by far the fastest to the buffet!!

A special mention must go to Paul "feeble excuse" Smith, the missing member of the team. Being 250 miles away working on site does not constitute a good excuse; we all know how good the transport links from Scotland are!!!! Perhaps Paul felt he couldn't deliver the high standard of football he promised and was covering up for his lack of footballing prowess, or maybe like Dennis Bergkamp he can't cross borders for cup competitions!



S.W.I.M.S are from left to right
 Back Row: Paul "Captain Kirk", Iain "Muscles" Calder,
 Gary "The Cat" Mitchelson
 Front Row: Ashok HiRooney, Greg "Twinkle Toes"
 Fullerton, Tony "Motivator" Buckley



Vacancies



**Please note that staff must speak to their Head of Section before replying to any vacancy advertised.
 For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.**

Technician, Grade 2.2, St Austell Office

Job Purpose:

Drawing production for civil and structural engineering consultancy. Typical projects includes private developments, schools, infrastructure, wind farms.

Core Responsibilities:

Drawing production

PERSON SPECIFICATION:

Knowledge Required:

Experience in general civil and structural engineering detailing
 Reinforced Concrete detailing

Qualifications required:

None required. HNC Civil Engineering and City & Guilds AutoCAD preferable

Skills required:

AutoCAD, MS Word, MS Excel

Previous achievements or experience required:

Must have previous experience in drawing and civil engineering

Personal qualities:

Flexible
 Sense of humour

**If you are interested in learning more about this vacancy please contact either:
 Tim Williams in the St Austell office,
 or Sophie Shillinglaw, HR Basingstoke.**



Business Administrator – Full Time, Permanent

Providing first-class administration support to the Planning, Environment and Design team you will manage your workload efficiently and effectively adapting to the needs of your team.

With at least two years' experience in a similar administration role, you will support the Business Administration Manager with a variety of duties which will include invoicing, preparing reports as well as undertaking general administrative duties.

With a flexible approach you are self-motivated with an eye for detail and have excellent time management skills and communication skills. You will also be an expert user of Microsoft Office packages with previous experience of finance management and a good standard of education in English and maths. Experience of working in a consultancy would be helpful and a knowledge of accounting procedures useful.

Office Junior – 6 months fixed term contract

Also working for the Planning, Environment and Design team you will assist the department Business Administrator and the Business Administration Manager to undertake a variety of general administrative duties which will involve, photocopying, filing, typing and organising of car hires, taxis and couriers amongst others.

You will have a good working knowledge of Microsoft Office packages and a good standard of education in English and maths.

If you are interested in either of these positions please contact Joan Kingett in Basingstoke office quoting reference ND23/04 for the Business Administrator position, or reference ND24/04 for the Office Junior position.

Closing date: Friday 9th April 2004.



Principal Project Manager, Grade 4.1 Leeds Office

Leeds Office seeks to recruit an experienced Project Manager able to assist in the financial and project management of larger projects across a wide range of disciplines. Experience of larger projects and of working with planning, environmental and design consultants is essential. The post holder will also be required to manage the office SWIMS and H&S responsibilities and to contribute to the overall financial and administrative management of a growing office of 40.

Excellent communication skills, organisational and leadership skills and ability to co-ordinate the activities of diverse groups of people are essential.

Qualifications: Chartered engineer or qualified project manager with several years experience of managing projects.

**For further details please contact Mary Holt in the Leeds office on 013 246 1844 or Sophie Shillinglaw, HR Basingstoke.
Closing date for applications will be: 8th April 2004.
Post holder to be in place early in the new financial year.**



2 Graduate Ecologists Required For The Basingstoke Office

The ecology skills group within Scott Wilson is some 25 strong, with the ecology discipline represented in 5 of our UK offices. As a practice, we have a long established track record in a range of fields including ecological impact assessment, design and implementation of biological monitoring programmes, preparation of management plans and statements, and protected species licensing.

In order to meet our growing market in the south east we are seeking to recruit 2 graduate ecologists into Basingstoke ecology team. We are seeking one graduate with at least 1-2 years relevant work experience. For the other graduate post, work experience is not essential.

You will join an existing team of 8 and will be responsible for undertaking Phase 1 habitat surveys, conducting desk studies and preparing reports. You will also be trained by our team of in house specialists in a range of survey techniques, including audit of protected and notable species. We are seeking graduates with a strong commitment to developing their career in the consultancy sector, and a keen interest in ecology and nature conservation.

You will have a first, and preferably second degree in Ecology or related discipline. Competent botanical skills are essential, and a good working knowledge of Phase 1 and Phase 2 survey is desirable. Experience of survey of other groups of animals, particularly badgers will be an advantage.

If you are interested in learning more about the positions detailed above please do not hesitate to contact either:

**Tessa Harding (Ecology Basingstoke)
or Sophie Shillinglaw (HR Basingstoke)**



Unit Manager (Permanent Way Engineering) Scott Wilson Railways, Birmingham

Scott Wilson Railways are one of the market leaders for the provision of multidisciplinary engineering services to the Railway Industry. Changes in our organisational structure have created an opportunity for a Unit Manager to lead and direct our Birmingham Permanent Way team. This post will report to the Operations Director of Scott Wilson Railways.

We are looking for a candidate with a proven background in Permanent Way Engineering. The abilities to lead and inspire a team of engineers, to identify business opportunities and to convert these into firm orders are essential.

Your role will be to develop our Birmingham team into a strong Permanent Way business unit. You will achieve this by working with our Project Directors and other Heads of Discipline, developing the team and establishing contacts within the industry. Another key aspect of this role is to ensure that productivity targets are met by ensuring maximum utilization of resources. You will be involved with contract negotiation and ensuring management within agreements.

This position will involve visits to other Scott Wilson sites within the UK and there may be the opportunity for international travel. Flexibility of working hours will be required to meet the demands of the role.

You should have a broad knowledge of railway engineering. A robust and enthusiastic personality, together with strong leadership and sales skills are required. You should have a degree and chartered status (or equivalent) in an appropriate discipline. You should have management experience, good people skills and be keen to create, develop and manage business opportunities for the Permanent Way discipline.

Candidates must comply with our Drugs & Alcohol Policy and be prepared to undertake track and LUL medicals. We operate a no-smoking policy in all our offices.

**If you are interested in this position, please contact Amanda Haines on 01793 515863 or via email amanda.haines@scottwilson.com
Closing Date: Friday 16 April 2004**



Marketing/Business Support Assistant - New Division (Grade 2.1), Basingstoke Office

Key Responsibilities:

- Preparation of marketing/promotional material such as Flyers and Project Description sheets, using templates and guidelines provided by Core Marketing, using Adobe Creative suite of software.
 - Design of front covers and dividers for proposals, EOIs etc
- Data entry: ACT!, Job History, Skills:
 - ACT! – Client Contact Database – limited data entry/transfer and housekeeping
 - Skills Database – regular updating as staff join/leave/develop new skills
 - Job History Database – update with new job information for use in proposals etc
- Assistance with EOIs, Prequals & Bids where necessary for New Division
 - Liaising with project managers to gain understanding of the information requirements for Bids/EOIs etc
 - Obtaining relevant information from appropriate sources ie: technical input and promotional material

- Coordination of information and production of documents, including design and printing of front covers, dividers – ensuring corporate guidelines are adhered to
- Appreciating deadlines and ensuring delivery timescales are met
- Competitor Intelligence: Regular perusal of trade magazines to identify work that our competitors are undertaking, with entry into an overall database
- Monthly preparation of Connect! Report Business Group data for 3 or 4 Business Groups (PED, Water and Consultancy + 1 other)
 - Collation of report data from several sources
 - Production of graphs using MS Excel by linking data from other spreadsheets
 - Manipulation of data into correct format for inclusion into report
 - Running reports from Progression financial system to provide data for Connect!.
 - Instruction & provision of covers & dividers to others
 - Creation & circulation of final Adobe PDF document
 - Takes approx 1 week in the 3rd week of the month. Some preparation can be done prior to this time.
- Co-ordination of financial billing reports, comparing actual billing against forecast
 - Running report from Progression
 - Distribution of data to contacts in each Business Group for updates & emailing back
 - Using Excel v-lookups to update data from several sources

PERSON SPECIFICATION

Experience:

- Understanding a business operation perhaps from a financial/marketing background.
- Commercial experience

Knowledge/Qualification:

- Graduate level education preferable or
- Relevant Business Qualification e.g. HNC/OND or
- Minimum of 3 years of relevant Administration/Marketing experience.

Behaviours/Competencies:

- Creative & attention to detail
- Good communication skills
- Team spirited
- Confident & assertive
- Methodical & self motivated
- Shows Initiative
- Ability to withstand pressure
- Resilient & persuasive
- Enthusiastic & Conscientious
- Quick to adapt to change

Professional Skills:

- DTP experience – Adobe Creative suite of software an advantage – training will be available
- Computer literate on Microsoft suite - e.g. Word/Excel/PowerPoint
- Previous use of Adobe Acrobat software an advantage
- Time Management
- Organisational
- Interpersonal skills
- Good communication skills both orally/written

**If you are interested in learning more about this vacancy please contact
Alex Wilson (Basingstoke office)
or Sophie Shillinglaw (HR Basingstoke)**



Part Time Office Administrator (6 months maternity placement) - to be based in the Mansfield office

Core Responsibilities:

Day to day administration of the Mansfield office including following duties:

Recording incoming communications; answering the phone; organising the outgoing post; word processing (letters and occasional reports), report reproduction; photocopying; filing; preparing invoices; running off reports from Progression; assisting with producing marketing literature and job proposals; general office

duties including maintaining stocks of stationary, maintaining printers and plotters; looking after a small technical library

PERSON SPECIFICATION:

Knowledge Required:

Good verbal and written communication skills and pleasant telephone manner
Proven experience with MS Office suite – not just Word
Previous experience within a similar administration post within an organisation

Qualifications required:

Ideally an office administration qualification.

Skills required:

Keyboard skills

Personal qualities:

Organised mind; pleasant manner; sense of humour and fun

**If you are interested in finding out more about this vacancy please contact Sophie Shillinglaw,
HR Basingstoke**



For Sale & Wanted



To Let: Large one bedroom flat in Whitchurch. Close to all amenities and train station (13 minutes to Basingstoke). Partially furnished. Brand new washing machine and fridge freezer. Off-street parking. Available immediately. £525 pcm. Contact Richard on 01256 461161 ex. 299 or 07940 706286.

For Sale: Renault Megane Scenic (51) 2001 1.9 dci. One careful owner, excellent condition, 48000 miles, fsh. For quick sale for professional reasons - hence £2995. Contact Nick Lander 07881 511266 (Peterborough)

For Sale: Sony Trinitron KV25 Colour TV - 25 inch standard screen, (i.e. not widescreen). Black casing, remote control, own optional stand. In good condition and working order - £50.00

Solid Pine Corner TV unit - £20.00

Contact: Angela Lowle, Basingstoke ext 339 or angela.lowle@scottwilson.com



**Items for inclusion must be received by 5 pm on Mondays
e-mail to Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

**Photographs should be submitted in .jpg format or similar
Please note that details for Travellers section need to be received
at least a week before the planned travel.**

Attention All Staff



Richard Allen – Pavement Engineering

from Chris Jennison – [Director, Nottingham]

It is with deepest sadness that I have to inform you that Richard Allen, a Graduate Engineer in Pavement Engineering, Nottingham was tragically killed in a road traffic accident in the early hours of Saturday 3rd April.

Richard had been attending a Scott Wilson course in the Lake District and had left the grounds of the hotel and was walking along the road, when he was hit by a car on the main route between Windermere and Ambleside. The driver of the vehicle failed to stop and was picked up and arrested by the police 20 miles from the scene. Richard was taken to Lancaster Hospital, but unfortunately was pronounced dead on arrival. At present further details are not available, but police have had an excellent response to their request for witnesses and a full police enquiry is underway.

Georgina Corbett, HR Director and myself have been in contact with Richard's family who have expressed their gratitude for the kindness and support shown by Richard's many colleagues and friends. No details concerning the funeral arrangements have yet been announced and as soon as these are known we will convey them to those who may wish to attend. If any staff wish to send cards or messages of condolence to Richard's family, please send them through to either Georgina Corbett or myself and we will forward them on.

I and my colleague Robert Armitage, interviewed Richard some two years ago. We were both impressed with Richard's maturity and knowledge of the subject and had no hesitation in offering him employment as a Graduate Engineer. During the last 18 months he was a pleasure to have in the office, his cheerfulness and willing attitude made him a very popular young man with his peers. His ability to work within different sections showed that he also relished the technical challenge in solving engineering problems. The business and industry have lost a very capable young man and one that we will all sadly miss for a very long time.

Richard joined Scott Wilson from Nottingham University in September 2002 and both his personal and professional contribution will be greatly missed by his colleagues and friends in Pavement Engineering, Nottingham and Scott Wilson Group.

Our thoughts and sympathies are with his parents and sister at this difficult time.

Eagles Lawton Moody Partnership Joins Scott Wilson

From Ron Wall [Chesterfield]

We are pleased to welcome The Eagles Lawton Moody Partnership into the Scott Wilson group this month. ELM, established in 1993, have specialist expertise in the planning, design and project management of mechanical and electrical work across the whole of the health sector. The group will principally be based in Birmingham although it will also have a presence in Derby. It will trade under the name Scott Wilson ELM to ensure links with a client base in the Midlands are maintained. The move supports the acquisition of Freddie Brown's M & E group in London and the recruitment last year of John Gibson with his research laboratory and clean room M & E

services capability. In the West Midlands, it follows investment in healthcare and education associated with the acquisition of Peel and Fowler in June 2002.

David Lawton, MD of ELM, said, "We welcome the opportunity to work within Scott Wilson and we hope that ELM can benefit the Group and its clients through the specialist skills we bring. Hospitals are typically the most heavily serviced of buildings and the skills we apply to healthcare schemes can potentially be utilised on a wide variety of building and civil engineering projects".

Some of ELM's recent projects in the Midlands include:

- New Cross Hospital, Wolverhampton – extension to A & E and new Linear Accelerator Block

- George Eliot Hospital, Nuneaton - extension to A & E
- Wolverhampton Eye Hospital – new Operating Theatres
- Public Health Laboratory Service – refurbishment of laboratories in Leeds and Birmingham.

Between C Division and Railways, Scott Wilson now has a 100 strong West Midlands operation. In order to accommodate the growing numbers, teams are moving in June from 3 locations to occupy two adjacent floors in the McLaren Building in the centre of Birmingham.



Basingstoke Facilities Management Services Over Easter 2004 Period

from Catherine Sutcliffe[Basingstoke]

Post

Last collection before Easter will be on 8th April 2004.

Last delivery before Easter will be on 8th April 2004 in the morning.

Normal collection and delivery service will resume on Tuesday 13th April 2004.

Couriers

TNT – Last collection date for delivery before Easter will be 7th April for delivery on 8th April. Anything collected on the 8th April will NOT be delivered until Tuesday 13th April. Therefore, we recommend that nothing be collected on the 8th as it will remain at a TNT hub site over the Easter period.

Anything to be delivered after Easter will be collected on Tuesday 13th April for delivery on 14th April.

DHL – There will be NO movement from 8th April until 13th April, with no collections or deliveries on 9th and 12th April 2004.

Normal service will resume on Tuesday 13th April 2004.

Stationery Suppliers

Antalis & Guilbert – Closed on Friday 9th April and Monday 12th April until Tuesday 13th April 2004.

Hire Car Companies

Europcar – Collections for 8th April, Europcar must be notified no later than 6pm on Wednesday 7th April and vehicles must be available for collection up until 12pm on 8th April. Should the vehicle not be available or Europcar are not notified, Europcar will charge for the vehicle until 13th April.

Closed 9th and 12th April 2004. Otherwise, normal opening hours apply.

BMC (Basingstoke) - Closed 9th and 12th April 2004. Otherwise, normal opening hours apply.

A & A Cars (Basingstoke) - Closed 9th and 12th April 2004. Normal service resumes on Tuesday 13th April 2004.



UK Computer Passwords

From Stephen Leach [Basingstoke]

Passwords are used to validate a user's identity and are the normal means used by Scott Wilson to prevent unauthorised access to our computer systems.

With effect from 1st May 2004 Computing Services in the UK will be enforcing new password policies to make passwords harder to crack by potential hackers. When you are prompted to change your password, the new password you select will have to meet certain criteria for the system to accept it.

Your new password must:

- be at least 8 characters in length
- contain characters from 3 of the following 4 categories
 - English uppercase characters (A through Z)
 - English lowercase characters (a through z)
 - Base 10 digits (0 through 9)
 - Non-alphabetic characters (for example !, \$, #, %)
- not be any of your previous 24 passwords

When selecting a new password you should avoid using common words or easily guessed passwords such as family names, pets and car registration numbers. Make sure whatever you choose can be easily remembered. The first few days after you change your password are when you are most likely to forget it but DO NOT EVER write down your password on paper.

You will be required by the system to change your password every 90 days. However, if you suspect that anyone else knows your password then you should change it immediately.

Please remember that passwords must be kept confidential and never disclosed to others. Scott Wilson monitors its computer systems looking for suspicious activity and any action taking place under your username can be linked to you.



Year-end Accounting Timetable

From John Davies [CS, Basingstoke]

The timetable for year-end close & transaction postings is as follows:

30 April	-	Year End
4 May	-	All timesheets to be entered and 'held' batches cleared
5 May	-	Last day to post 2003/2004 transactions
7 May	-	Start of period 200501

Please note that transactions dated 1st May or after should only be posted on or after 7th May.

If you have any queries then please don't hesitate to contact me.

Scott Wilson Kirkpatrick & Co Ltd
Calendar for the year May 2004 to April 2005

Week No	Week end date (Saturday)	Period	Cut off date for data entry inc Progression timesheets	Cut off date for ETCi timesheets (1pm)
1	08-May-04	01/05		
2	15-May-04	01/05		
3	22-May-04	01/05		
4	29-May-04	01/05	30-May-04	31-May-04
5	05-Jun-04	02/05		
6	12-Jun-04	02/05		
7	19-Jun-04	02/05		
8	26-Jun-04	02/05	27-Jun-04	28-Jun-04
9	03-Jul-04	03/05		
10	10-Jul-04	03/05		
11	17-Jul-04	03/05		
12	24-Jul-04	03/05		
13	31-Jul-04	03/05	1-Aug-04	2-Aug-04
14	07-Aug-04	04/05		
15	14-Aug-04	04/05		
16	21-Aug-04	04/05		
17	28-Aug-04	04/05	29-Aug-04	30-Aug-04
18	04-Sep-04	05/05		
19	11-Sep-04	05/05		
20	18-Sep-04	05/05		
21	25-Sep-04	05/05	26-Sep-04	27-Sep-04
22	02-Oct-04	06/05		
23	09-Oct-04	06/05		
24	16-Oct-04	06/05		
25	23-Oct-04	06/05		
26	30-Oct-04	06/05	31-Oct-04	1-Nov-04
27	06-Nov-04	07/05		
28	13-Nov-04	07/05		
29	20-Nov-04	07/05		
30	27-Nov-04	07/05	28-Nov-04	29-Nov-04
31	04-Dec-04	08/05		

32	11-Dec-04	08/05		
33	18-Dec-04	08/05		
34	25-Dec-04	08/05		
35	01-Jan-05	08/05	2-Jan-05	3-Jan-05
36	08-Jan-05	09/05		
37	15-Jan-05	09/05		
38	22-Jan-05	09/05		
39	29-Jan-05	09/05	30-Jan-05	31-Jan-05
40	05-Feb-05	10/05		
41	12-Feb-05	10/05		
42	19-Feb-05	10/05		
43	26-Feb-05	10/05	27-Feb-05	28-Feb-05
44	05-Mar-05	11/05		
45	12-Mar-05	11/05		
46	19-Mar-05	11/05		
47	26-Mar-05	11/05	27-Mar-05	28-Mar-05
48	02-Apr-05	12/05		
49	09-Apr-05	12/05		
50	16-Apr-05	12/05		
51	23-Apr-05	12/05		
52	30-Apr-05	12/05	1-May-05	2-May-05



Drugs and Alcohol – All Staff to Note

from Dave Sutton
[Swindon]

From the 3 April 2004 Network Rail demand that all random drugs and alcohol tests associated with Personal Track Safety Certificate holders, be carried out **unannounced**, ie you will no longer get up to 48 hours notice. In case you are not sure how the system works, and to allay any concerns you may have regarding the selection process, here is a brief description of how it will operate.

- During the course of a year we are required to select a minimum of 5% of PTS holders for random d&a testing,
- All PTS holders in Scott Wilson have been allocated a number,
- A random number generator is used to select the staff to be tested,
- The number generator is operated by Sue Hall who is **not** a PTS holder,
- The arrangements for testing are made by Wendy Buckingham.
- Testing is carried out by a Link Up certified Testing Agency who operate a 'Chain of Custody' for samples to ensure they cannot be tampered with.

- Where possible, testing will be carried out at your place of work.

Note that because it is a completely random selection process, names are not removed from the system once selected, therefore you could be selected more than once in any given year.

Please remember if you are called for testing that you must give details of **all** medication taken recently including 'over the counter' and prescribed medicines. It is also important to note that a refusal to attend a test will be deemed to be a positive result which will result in disciplinary action.

If you have any concerns regarding this issue then please speak to your manager or to HR staff.

Staff who do not hold a PTS qualification must remember that they are still subject to the Scott Wilson general drugs and alcohol policy and must not report for duty under the influence of drugs or alcohol. If you are unsure of what is required, check with Dave Sutton in Swindon (Tel: 01793 515864). You should also remember that as many other clients, such as LUL also apply similar rules to Network Rail, you must ask your Project Manager for details of any such rules which will be detailed in the Client's Conditions of Contract.





TRAVELLERS

Location	Traveller	Dates
Banja Luka	Martin Edge and Natasha Eremeeva	13-18 Apr
Kazakhstan	Fergus Anckorn	13-18 Apr
Accra, Ghana	Peter Mansell	13-29 Apr
Hong Kong/China	Dr Francis Chan	13 Apr-5 May
Poland	Brian Empringham	18-24 Apr



Chernobyl Children Life Line – *Offering Hope to Live* from Chris Broome [Mansfield]

Where were you on April 26th 1986? Its now 18 years on from Chernobyl and the aftermath from the world's worst environmental disaster is still very much ongoing and if anything getting worse. 2.2 million people in Belarus were subjected to direct radiation fallout, about 70% of the total radioactive substances released by the reactor explosion. Hundreds of towns and villages have been completely abandoned and a 70km wide 'exclusion' zone now exists, known by local people as "Death Valley" where the contamination level is so high that no one lives there. The entire country has become a zone of international ecological disaster. The economic situation in the country has also been badly affected as well. The majority of the population live on or below the poverty line.

As a result of the disaster over 1.5 million children including babies are at high risk of contracting cancer or leukaemia with an 800% increase in thyroid diseases including cancer. Post mortem examinations on children are revealing that their organs resemble those of 70-year old people rather than young children. Young couples are tending to have fewer children because of the risk of them being born with disabilities or contracting cancer. The population gene pool is being effected.

The UK charity, CCLL, was founded in 1991 by Victor Mizzi following the break up of the USSR. The principal

aim of the charity is to bring children between the ages of 8 and 15 over to the UK from Belarus for a month's respite care. Around 3000 children a year come over and stay with volunteer host families around the country. Over 140 Links (or groups) have been formed, including the Bonsall Link that I set up in my village in December 2002. The Links fund raise to pay for the cost of bringing a group of children over. They are accompanied by a Belarusian adult who takes responsibility for the children whilst over here. The leader will also speak fluent English and acts as translator between the families and the children. It costs around £350 per child per 4 week visit.

Last summer we had our first group over to stay. It was a brilliant experience and the children had a fantastic time. Their health was certainly improved, with significantly reduced levels of Caesium 137 and greatly recovered immune systems. We keep in touch by letter and send birthday presents etc. I am fortunate enough to be going over to Belarus at the end of April with a group from CCLL to visit children in the cancer hospitals and orphanages and with a bit of luck I'll have the opportunity to visit the children that stayed with us last summer and meet their families. It will also mean I get to see the living conditions and assess the needs of these children. CCLL also operates a sponsorship scheme (The 1000 Families Project) whereby individuals can sponsor a family, usually £15/month, which can make a big difference to a family in Belarus, providing medicines and food for the children in particular. The charity monitor the family and encourage them to write to the sponsor to keep them informed of the children's progress - it's a good scheme and works well.

Bonsall Link are having another group of 10 children over this summer and I am looking for a few more families to have 2 Belarusian children for 2 weeks (from 4th August to 18th August). If anyone lives within 6 miles of the Scott Wilson Matlock Office and are interested in finding out more about what would be involved or would just like to help fund raise or in any other way, please get in touch with me.

I shall be taking small presents and Easter eggs with me over to Belarus to give out to the children – any contributions would be very gratefully received.

Is anyone else in Scott Wilson involved with CCLL?





BASINGSTOKE OFFICE LIBRARY NEWS March 2004

from Janet Lucas [Basingstoke - Ext 300]

Oops! Apologies for the typing error in the February edition of Library News when I referred to ICE as the Institute of Civil Engineers. Put this down to being new to Scott Wilson and trying to get information about these conferences in before the deadline. I will make sure I get it right in future.

TRAFFIC ENGINEERING AND CONTROL MAGAZINE WEBSITE

www.tecmagazine.com - a free resource to subscribers of TEC magazine.

This website has now gone live. To use this site all you need are our user name and password listed below:

User Name: 40495_16945
Password: tec\$001

NEW BRITISH STANDARD

BS EN 1092-3:2003 Flanges and their joints – Circular flanges for pipes, valves, fittings and accessories, PN designated – Copper alloy flanges

WHAT'S ON?

If you are looking to find out what the forthcoming "weeks" are, there are a number of websites that can help.

Festivals.com <http://www.festivals.com> gives information about community festivals, fairs and special events.

"What's On When"

<http://www.whatsonwhen.com> allows people with special interests to look for events.

<http://www.tsn.com> covers trade show events for businesses.

FORTHCOMING CONFERENCES

Further information available from the Library

- | | |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> • 20 April 2004
Knowledge Activist Masterclass: Leveraging Knowledge in your Organisation
London – Unicom Seminars Ltd. • 20 – 22 April 2004
Predicting how Cracks Affect Structures
BEASY Software Courses and Practical Workshops
Southampton • 27 April 2004
Innovation Masterclass
London – Unicom Seminars Ltd. • 6 – 7 May 2004
Creating Organisational Value Using Intangible Assets
Cranfield University School of Management, Bedford • 11 May 2004
Teamwork and Culture: Bringing Success to Service Delivery Projects
CPN/CIRIA, London | <ul style="list-style-type: none"> • 11 – 14 May 2004
Corrosion Modelling and Optimisation Applications in Defence and Maritime
BEASY Software Short Course and Practical Workshop
Southampton • 24 – 25 May 2004
Web Services and the Grid: Convergence to Utility Computing
London – Unicom Seminars Ltd. • 2 – 4 June 2004
Envirosoft 2004
10th International Conference on Development and Application of Computer Techniques to Environmental Studies, Ancona, Italy
Wessex Institute of Technology • 11 – 13 April 2005
Call for papers for the 3rd International Conference on Water Resources Management 2005, Algarve, Portugal
Organised by Wessex Institute of Technology and University of Coimbra, Portugal |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

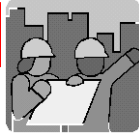
- 12 – 14 April 2005
Call for papers for the 11th International Conference on Urban Transport and the Environment in the 21st Century, Algarve, Portugal
Wessex Institute of Technology
 - 13 – 15 April 2005
Urban Transport 2005. Call for papers for the 7th International Conference on Coastal Engineering, Algarve, Portugal
Organised by Wessex Institute of Technology and University of Coimbra, Portugal
 - 18 – 20 April 2005
Maritime Heritage 2005. Call for Papers for the 2nd International Conference on Maritime Heritage, Barcelona, Spain
Wessex Institute of Technology
- 20 – 22 April 2005
Ports 2005. Call for Papers for the 4th International Conference on Maritime Engineering, Ports and Waterway, Barcelona, Spain
Wessex Institute of Technology
 - 16 – 18 May 2005
Air Pollution 2005. Call for Papers for the 11th International Conference on Modelling, Monitoring and Management of Air Pollution, Cordoba, Spain
Wessex Institute of Technology

SELECTION OF NEW BOOKS ADDED TO THE LIBRARY

	Shelf No
BLAMIRE, H. Penguin Guide to Plain English, 2000	811.111
BRITISH CONSTRUCTIONAL STEELWORK ASSOCIATION Steel Construction Industry Directory for Specifiers and Buyers 2003	058.7: 624.014.2
INTERNATIONAL NAVIGATION ASSOCIATION Bulletin 114 PIANC 2003	061.23(047)
INTERNATIONAL NAVIGATION ASSOCIATION. Ecological and Engineering Guidelines for Wetlands Restoration in Relation to the Development, Operation and Maintenance of Navigation Infrastructures – Report of Working Group 7 of the Environmental Commission, PIANC, 2003	502.63: 629.056
INTERNATIONAL NAVIGATION ASSOCIATION. Guidelines for Managing Wake Wash from High-Speed Vehicles – Report of Working Group 41 of the Maritime Navigation Commission, PIANC 2003	533.69.048.3
INTERNATIONAL NAVIGATION ASSOCIATION Membership Directory 2003, PIANC, 2003	058:629.056
INTERNATIONAL NAVIGATION ASSOCIATION Statutes, Rules and Regulations and Recommendations, PIANC 2003	061.23:06.013
STEEL CONSTRUCTION INSTITUTE. Steel Construction Yearbook 2004, 11 th edition.	(058) 624.014.2
TRANSPORTATION ASSOCIATION OF CANADA. Guide to Bridge Hydraulics, 2 nd edition, Thomas Telford, 31.03.2004	624.21: 626
TRANSPORTATION RESEARCH BOARD. Highway Capacity Manual 2000, National Research Council, 2000	625.7
United Kingdom Corporate Finance Directory 2004	(058) 336



What's Going On?



Scale A - £3million+, Scale B - £600,000 - £2,999,999,
 Scale C - £400,000 - £599,999, Scale D - £200,000 - £399,999
 Scale E - £100,000 - £199,999, Scale F - £50,000 - £99,999
 Scale G - £10,000 - £49,999, Scale H - Up to £9,999

Kalimera! An Update from SWR's Athens Metro Project Team

from Brian Hyland [London]

The Athens team have successfully achieved their first two deadlines – delivery of final specifications for the design and construction of future Metro extensions, to be used for D&B tenders, together with the Advanced Concept Design (ACD) of the Elleniko Extension. This is a 7km long, part cut & cover, part viaduct and at-grade twin track Metro extension with four stations and stabling facilities. Well done to the Swindon staff assisting in this process, especially those undertaking occasional treks to Athens and of course special thanks to our Athens based staff and JV Consultants who have undertaken the majority of work.



Athens Metro

SWR's contract in Athens covers four new extensions totalling approximately 30km of route (largely tunnelled), and 25 new stations. The team have to complete ACD's for all of them in a staged delivery programme extending to September 2004. The team are also producing General Final Designs (GFDs) for one extension and for part of another. GFD stage provides sufficient detail for the Client to obtain accurate Design & Build tenders. Contractors will eventually need to submit the Detailed Final Designs (DFDs) for approval before construction. Funding is in place for construction of the Elleniko extension hence there is real pressure on the JV to deliver this GFD ahead of time to enable the Client to issue tenders before the end of 2004.

There is also a good probability that the Client is achieving funding for the remaining three extensions and it is hoped that SWR's brief will then be extended to include GFDs for these, taking our contract well into 2005. Further opportunities are being explored so as to possibly work with Greek contractors during the detail design/ construction period.



*Elevated station proposal
 (We have to turn dreams into reality)*

Our full time Athens engineering staff are Project Manager Clive Scholefield and Railway Systems Co-ordinator Bruce Esdon. Both are integrated into the local community of Hash Harriers (running and drinking); SAS (Saturday Athens strollers – hill walking); driving (the daily Kifisias Avenue Grand Prix) and have experienced the recent joys of Athens winter weather with frozen pipes/toilets; closed airports; staff unable to get to work etc. The recent project review by Keith Wallace was extended two days due to the airport being shut and Keith found his usual business attire was not very suitable after 8" of overnight snow – see the solution below.



The drive to work - the wrong shoes!

Completing the SWR team in Athens is Stella Smerou Fox, who as the name implies, is a Greek woman married to an Englishman! "My Big Fat Greek Wedding" all over again! Stella has an MSc in structures but on this project is handling the document control, translations, and deliverables as well as looking after SWR's administration in Greece

Perhaps a social highlight was watching England beat France in the Rugby world cup in the French Institute, enjoying their period and observing their sportsmanship

at clapping our supreme goal kicker. Another, was a long exposition by a member of the project staff concerning troubles with his tonsils – a red face ensued when he was eventually informed by our secretary that his translation into English was not perfect, but testicles was near enough for us!

The ACD for the Egaleio- Piraeus extension is one of the most interesting in that our starting point is merely a line on the A-Z style map of Athens and passes through fully built up, largely residential city areas of very varying quality. One district dates uniformly from its somewhat uncontrolled construction in 1922, when Turkey ejected large numbers of Greek families who had settled in Turkey. Approaching Piraeus, the topography is hilly and with the proposed line finishing underground adjacent to the largest port in Greece, there are some interesting engineering solutions to be found. SWR is leading the process of route optioneering to define a 'reference design' by April and then further optioneer this and the five new stations into a final Advanced Concept Design by the end of July. Brian Hyland is leading this work using his previous experience of engineering in Athens together with route comparison techniques similar to those SWK developed on the early phases of Channel Tunnel Railway.



Route finding(Clive, Brian and Nikos)

Athens Metro is very much a multi-disciplinary project and issues such as alignment rules, topography, community, geology, business case, ridership, structures, architecture, archaeology, power supplies, drainage, expropriation, constructability and even local politics are considered by the team in achieving the 'best' route. No significant public consultation, Bill to Parliament or Public Inquiry are needed so in Athens ideas can soon be transferred into drawings and then concrete, bringing a satisfaction to Engineers that is difficult to experience in the UK railway industry.

Hugh and Anna Blackwood braved the unpredictable spring (yes spring!) weather and visited Athens in early March. Hugh and Derek Holden hosted a well attended cocktail party and met with the client, JV partners, sub-consultants and stakeholders. Scott Wilson is back on the Mediterranean map!



The SWR Cocktail Party

PS – The JV's remit has nothing at all to do with the Metro projects previously scheduled for completion for the start of the Olympics – reports from the local press indicate there are problems.



Manchester Highways and Traffic Framework Commission

from Simon Hewitt [Basingstoke]

Scott Wilson's Manchester office, working in partnership with our Matlock office, has won one of two 5 year Highways and Traffic Engineering Framework commissions, awarded by Manchester Engineering Services Division on behalf of the City Council. Staff from Matlock will be located in Manchester for this framework. Bill Jameson is the framework director and Colin Barker the framework manager.

The commission involves assisting Manchester Engineering Design Consultancy (MEDC) with the implementation of their highway and traffic improvements programme for the City of Manchester typically including: parking schemes, highway & traffic components of regeneration schemes, quality bus corridors and various projects associated with the Local Transport Plan for Manchester and the South East Manchester Multi-Modal Study

Key elements of the Manchester Framework are the highway schemes for regeneration areas. Successful regeneration schemes often increase the traffic flow as the previously derelict or run-down areas become more popular and commercially viable. Highway improvement schemes are therefore often a necessary component of regeneration projects.

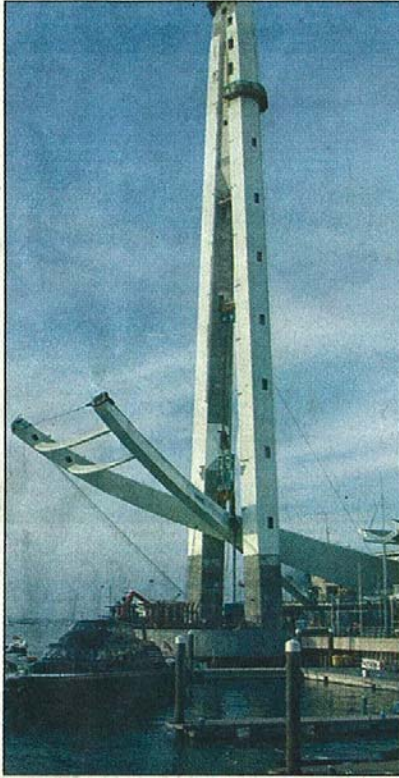
Bill Jameson is delighted to be involved with the project: "Scott Wilson has extensive experience of similar commissions in Derbyshire, Surrey, Sheffield, North Tyneside, and Wolverhampton and we will be able to bring this experience to enhance MEDC's resources and expertise in the delivery of their improvements programme."

Although initially commissioned for 5 years the Highways and Traffic Engineering Framework has the scope to be extended to 7 years subject to performance.



News Clipping - Spinnaker Tower
from Caroline Sutton [Basingstoke]

Designers reach new heights



ONE of the most adventurous buildings ever to be designed marks another success story for Scott Wilson, the Basingstoke-based Hampshire Company of the Year. Scott Wilson, the international consultancy firm based in Basing View, is the lead designer for the Spinnaker Tower in Portsmouth, which rises 170 metres above sea level and will be the tallest publicly-accessible building in the UK outside London.

As John Tubman, Scott Wilson's project director, watched the Spinnaker slowly being lifted into place, he said: "This is a significant moment in the life of the tower.

"The project is unique and has required innovative design solutions and enormous dedication from our design team.

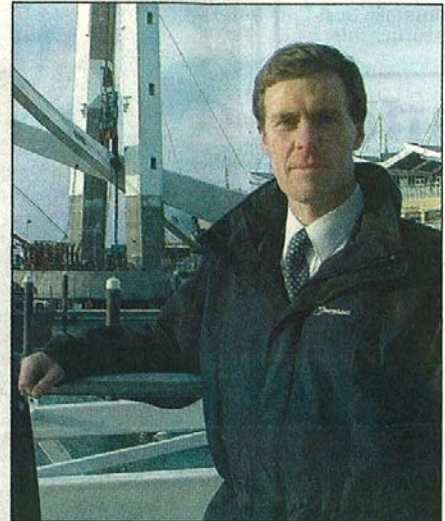
"It will be one of the most exciting structures in the UK and will undoubtedly become one of the icons for structural engineering - not only in the UK but world-wide."

The tower stands on a postage stamp site beside Portsmouth's Gunwharf Quays development and will be a shining white beacon for ferries arriving from the Continent and a welcome home to naval vessels as they enter the historic harbour.

As well as a spectacular waterfront sculpture, the tower (left) will be an observation platform for the public when it is due to open in the late summer.

Mr Tubman said: "We had to ensure, by careful calculation and investigation, that visitors to the three observation decks at about 110 metres above sea level would not feel queasy in response to the inevitable motion of the structure in the wind."

Visitors will reach the observation decks



by an external panorama lift, allowing them to experience 23-mile views over the city, the South Coast and the Isle of Wight.

Mr Tubman (above) added: "We are naturally delighted to have played a pivotal role as structural designer and lead consultant."

The majority of the funding for the tower came from the Millennium Commission and Portsmouth City Council.

As well as being Hampshire Company of the Year, Scott Wilson was a finalist for the Environmental Award category in the 2003 Basingstoke Business Awards.



Moves



STARTERS

A warm welcome to:-

Dr Ali Bastekin

From Mehmet Yilmaz [Chesterfield]

A warm welcome to **Dr Ali Bastekin** who has joined the Geotechnics Section in Chesterfield as a Principal Geotechnical Engineer.

Ali leaves a respectable Geotechnical Director position with Dar Al-Handasah Consultants in Turkey to pursue a career with Scott Wilson



building on his already substantial UK experience gained early in his career working for Lilley Construction in Glasgow and Balfour Beatty construction in London and

for Trans-Manche Link as the head of Geotechnical & Material Services on the final design and construction of Channel Tunnel Project.

His impressive array of academic and professional qualifications, BSc, PhD (Glasgow), MBA, CEng, MIMM, FGS and MICE, coupled with substantial experience gained in UK, Turkey, Middle East and Central Asia in numerous sectors and discipline including:

- Ground engineering and geotechnics and geo-environmental studies
- Roads (including mountainous roads in Central Asia)
- Rail (both heavy & light and metro schemes)
- Tunnelling (safe ground and rock)
- Tall structures (chimneys and high rise buildings)
- Materials and pavements
- Construction Supervision (under mandatory FIDIC contract forms)

make him an ideal manager for further developing our world-wide geotechnical interests.

In the next few weeks Ali will make contact with various Scott Wilson managers/specialists already involved in overseas work and offer his support and country intelligence. In the meantime anyone requiring his full CV can contact him in the Chesterfield office



LEAVERS

Goodbye and Good Luck to:

Andrew Blacker and **Mark Harris** (both New Division, Basingstoke) who left on Friday 2nd April.



Sports & Social



The Williams Wood Inter-Office Challenge

From Stephen Kimmett [Basingstoke]

The defending champions are once again willing to put their reputations on the line.

The date: 8th July
The venue: Stoneham Golf Club
www.stonehamgolfclub.org.uk

The challenge is open to all offices. Format is teams of 4 with best 3 stableford scores counting.

Please email Stephen Kimmett with team details.



Vacancies



Please note that staff must speak to their Head of Section before replying to any vacancy advertised. For a list of ALL currently available vacancies go to Personnel – Vacancies on the Intranet.

Project Administrator, London

We currently have an opportunity for an experienced Project Administrator to join our London Office. The postholder will supervise the administration of projects and day-to-day administrative activities of the London Railways Unit.

We are looking for a candidate who has experience in the monitoring and control of project finances and preparation of invoices. You will also provide administrative and secretarial support to the London Railways Unit team members, ensure that work is deployed within the administrative team appropriately, arrange and support meetings as required and co-ordinate project and company timesheets.

The successful candidate will be able to demonstrate a proactive approach to their work and will be capable of working to tight deadlines. A good standard of general education with a minimum of 5 GCSEs, including Maths and English is required. 'A' Level or HNC/HND in a business related subject is desirable.

A high standard of working knowledge of Microsoft Outlook, Word and Excel is essential. Experience of Microsoft PowerPoint is desirable. A minimum of 3 years in an administrative role is required and supervisory experience would be advantageous.

Strong communication, personal and organisational skills are also essential for this role.

For more information on this position, please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com



Project Managers/Engineers Glasgow – Scott Wilson Railways

We are looking for experienced Project Managers/Engineers to join our WCRM Major Projects Unit in Glasgow.

You will be Chartered or approaching Chartered Status, preferably with a background in Railway Engineering.

The principal role will be Project Management, but candidates must be able to participate in multi-disciplinary railway engineering discussions.

Successful candidates will have excellent verbal and written communication skills. Confidence and the ability to represent Scott Wilson at client meetings effectively is required. Ideally candidates will have 8-10 years postgraduate experience.

For more information on this position, please contact Amanda Haines on 01793 515863 or email: amanda.haines@scottwilson.com



Graphics/CAD Technician - Leeds Office

We are seeking a suitably qualified Graphics/CAD Technician to join the busy team in Leeds. The post holder will assist existing CAD staff in the production of drawings for a variety of consulting disciplines including town and transport planning, landscape architecture, archaeology and ecology.

The preferred applicant will have a City & Guilds 43510 07 (Level 2 2D design) and ideally City & Guilds 4351 – 09 (Level 3 3D Design) and City & Guilds 4351 – 11 (Level 3 2D Design) with knowledge and qualifications in any of the following: autocad, adobe illustrator, adobe photoshop, vector works and GIS.

If you are interested in finding out more about this opportunity please contact either Phil Crichton in our Leeds office, or Sophie Shillinglaw, Basingstoke HR.



Major growth in our Waste Management and Environment Groups, based at Chesterfield, has created an opportunity to drive forward our capability in pollution control and waste regulation and we have the following vacancies:-

Senior Pollution Control Specialist - Chesterfield - Level 4.1

You will be involved in a wide variety of waste management and environmental consultancy including the preparation and negotiation of applications for Waste Management Licence and Integrated Pollution Prevention and Control consents, waste management strategies for both UK and overseas clients; environmental impact assessment and project management.

You will have recent and comprehensive experience in Integrated Pollution Prevention and Control and/or Waste Management Licensing and in some or all of the other areas referred to above. Specialist ability in one particular related skill eg. groundwater risk assessment or environmental technologies would be advantageous. You

will have the ability to manage teams as well as projects. There will also be an opportunity for short-term overseas work

The ideal candidate will be a chartered professional with around 10 years PQE including consultancy experience. You will need to be computer literate, hold a current full driving licence and, ideally, have a flair for business development.

Waste Management Engineer/Environmental Specialist - Chesterfield - Grade 2.2

You will be involved in a wide variety of activities including providing support in relation to the waste management engineering, strategy, planning and IPPC services provided to our clients in both the public and private sectors and overseas. In particular, the role will involve fieldwork associated with landfill CQA and environmental monitoring.

You will have experience in some or all of the above tasks, be flexible and be able to adapt your skills to new situations.

The ideal candidate will be a graduate engineer or environmental scientist with around 2 years experience in consultancy. You will need to be computer literate, have good report writing skills and hold a current full driving licence.

For an informal discussion regarding any of the above roles you can contact John Hollister, Head of Planning (Minerals and Waste), Chesterfield. Full job/person specs are available from Kate Kirby, HR Officer, Chesterfield.



Computing Engineer - Swindon

We have a vacancy for an experienced Computing Engineer to join our Information Technology team in Swindon. The purpose of this role is to develop, analyse and maintain the Scott Wilson computer systems in line with the Scott Wilson Strategic Computing Plan.

Main responsibilities will include:

- Assisting in the development and deployment of new computer systems
- Investigating and testing emerging technologies and reporting on their suitability for use
- Maintaining and monitoring existing systems
- Contributing to planning and budget cycles
- Membership of Scott Wilson specialist teams, e.g. Exchange, Windows 2000 Servers

Education/Qualifications Required:

- Degree/HND in a computer related subject
- MCSE (Microsoft Certified Systems Engineer) – Windows 2000

- CCNA (Cisco Certified Network Associate) desirable
- Membership of BCS (British Computer Society)

Experience Required:

- Minimum of 3 years in a similar role
- Computing background in Windows 2000 & Exchange 2000
- Network Infrastructure (Cisco)

If you are interested in any of these vacancies, please contact Amanda Haines on 01793 515863 or by email: amanda.haines@scottwilson.com

**Office Junior (Grade 1.1) - London**

Purpose: To work as part of the Office FM team and provide an efficient support service at all times.

Key Responsibilities:

Listed are the core responsibilities of the role. The team may add additional duties.

- To work as part of the Office FM team, reporting to the Office Manager. The team will comprise in total; 1 Office Manager, 2 Receptionists & 1 Office Junior.
- To be part of the FM team and carry out any duties the Office Manager deems fit to delegate from team roles.
- To man on a rotation basis, the Reception area from 8am to 6.30pm Monday to Friday.
- At Reception, have responsibility for answering, transferring and message taking (as required) of all switchboard calls in a professional, efficient manner, to meet and greet all visitors to the Office and to enter reactive maintenance requirements into the helpdesk software.
- To sort and distribute incoming mail to each team Business Administrator/Team Secretary as appropriate, twice daily in both Greencoat House and Greencoat Place. To collect all of outgoing mail for franking from same source at an agreed time late afternoon including bulk mailing if required.
- Potential to become an office First Aid person and a Fire Safety person
- Potential to provide administrative assistance to the Business Administration & Secretarial Team with photocopying, filing, courier & car hire bookings once agreed between the Office Manager and Senior Business Administrator.
- Providing support with meeting room bookings and hospitality i.e. catering (purchasing, preparation and service), provision of administrative support to visitors (potentially in conjunction with the Business Administration team), maintenance of conference room facilities and provision of meeting room stationery for every meeting to a high standard (including clearing of room and washing up after each meeting)
- To provide and maintain an office library facility as required

PERSON SPECIFICATION**Experience:**

Some experience working in an office environment preferable.

Knowledge/Qualification:

- Good GCSE grades in Maths & English or
- NVQ in Business

Behaviours/Competencies:

Happy disposition	Willingness to work
Flexible	Self motivated
Attention to detail	Friendly
Team Player	Proactive
Enthusiastic & conscientious	

Professional Skills:

- Computer literate - e.g. Word/Excel
- Time Management
- Organisational
- Interpersonal skills
- Communicate both orally/written

If you are interested in learning more about this opportunity please contact Sophie Shillinglaw, Basingstoke HR



Due to recent successes in winning ECI contracts we are looking to increase our resources in our Highways Team at our Chesterfield office and the following vacancies have arisen:-

Highways Team Leader - Chesterfield - Level 4.1

Reporting to the Highways Design Associate we need someone to lead a team of engineers, graduates and technicians on the design of major highways schemes.

Key Responsibilities:

- Technical supervision of design activities
- Checking of designs
- Staff development/training
- Production of programmes
- Financial management
- Providing technical guidance to clients
- Supporting Project Managers at meetings/presentations to clients
- Preparation of Technical Reports/Contracts
- Preparation of evidence and attendance at Public Inquiries and exhibitions
- Preparation of bids for new work

We are also looking for people to be part of a team of engineers, graduates and technicians working on the design of major highways schemes

Senior Highways Engineer - Chesterfield - Level 3.1/3.2

Key Responsibilities:

- Technical supervision of graduates and technicians
- Checking of designs
- Staff training
- Supporting Project Managers at meetings/presentations to clients
- Preparation of Technical Reports/Contracts
- Preparation of evidence and attendance at Public Inquiries and exhibitions
- Preparation of bids for new work
- Production of computer models and drawings
- Site inspections
- Supervision of site work

Graduate/Assistant Engineer - Chesterfield - Level 1.2/2.2

Key Responsibilities:

- Supervision of Technicians
- Supporting the Highways Team Leader at meetings/presentations to clients
- Preparation of technical reports/contracts
- Preparation of evidence and attendance at Public Inquiries and exhibitions
- Preparation of bids for new work
- Production of computer models and drawings
- Site inspections
- Supervision of site work

CAD Technician/Technician - Chesterfield - Level 1.1/2.1

Key Responsibilities:

- Production of computer models and drawings using AUTOCAD and/or MX
- Manual production of drawings
- Production of Spreadsheets and Databases
- General drawing office assistance
- Site inspections

For an informal discussion regarding any of the above roles you can contact David Hughes, Highways Design Associate at Chesterfield.

Full job/person specs are available from Kate Kirby, HR Officer, Chesterfield.



Facilities Manager (Mechanical & Electrical Discipline) - To be based at our EWC site at Henlow

Role

Scott Wilson FM currently has a contract with the Ministry of Defence (MOD) to provide Establishment Works Consultant (EWC) services for their Bedford Group sites. These consist of RAF Henlow, ATR Bassingbourn, RAF

Stanbridge and the Joint Services Recruitment Office at Luton. The contract is due to terminate in March 2006 and the intention is to develop other business to replace its loss within the remaining period of its life. Thus, initially, the job role will consist of two elements, namely:

- Provide support to the Commission Manager (CM) in his discharge of EWC responsibilities to the MOD (anticipated at 2 days per week); and
- Provide FM management services for other clients as delegated by the Regional Business Manager (RBM) through the CM.

The person will be required to operate within, and be an active part of, an existing multi-disciplined team based at RAF Henlow (primarily) and ATR Bassingbourn, but travelling to other (and new) client sites as necessary.

The principal role of the job is to strongly support the transition of income from MOD to alternative clients and thus a keen commercial awareness and an appreciation of delivering profitably and on target in ways that satisfy clients is essential.

Principal Responsibilities

- Report to the CM;
- Support the RBM through the CM in delivering existing and new commissions to support new business growth;
- Deliver prescribed EWC contract deliverables as delegated by the CM;
- To manage personal allocation of time in liaison with line management between supporting the EWC contract (running down) and providing services under other clients/new work (currently anticipated at two-fifths : three-fifths, respectively)

Principal Duties

- Provide best-practice advice on Planned Maintenance practices and procedures;
- Provide advice on current FM work related statutory regulations and best practice procedures;
- Audit Works Services Management teams and processes, report and recommend improvement measures on behalf of the client;
- Make technical inspections of building services, equipment and works and report findings in written format with recommendations and estimated cost where appropriate;
- Carry out condition surveys of building services and recommend forward maintenance programmes and 10 year expenditure programmes, including renewal programmes;
- Write Project Specifications and Statements of Requirements from which Designers Briefs can be developed (sometimes by others) for M&E FM works;
- Review and comment designs for M&E FM works.

- Learn the requirements of existing non MOD FM clients and build a good working relationship with all client nominated personnel in liaison with the RBM;
- Meet regularly with clients to conduct progress meetings on all FM works and services commissions and thereafter produce meeting records/action plans;
- Project manage FM works commissions as delegated by the RBM through the CM;
- Enquire into all possible opportunities for additional work from existing clients and liaise with the CM/RBM to agree plans for execution/delivery;
- Deliver full range of FM management services including direct quality supervision of works programmes as delegated.
- Audit Safe Systems of Work including HV BPS CS and POL

Person Specification

- Determined, self motivated and focused;
- Dependable and trustworthy;
- Disciplined and goal/target orientated;
- Able to work with minimum supervision, on own or as part of a team;
- Smart, neat and tidy in appearance;
- Good communicator (verbal and written);
- Highly client-focused with an eagerness and character to establish and develop good working relationships with all clients;
- Flexible approach to working practices in order to satisfy changing client requirements;
- 'Can do', 'solutions'-based outlook;
- Pro-active;
- Minimum qualifications – HND/HNC.

If you are interested in learning more about this opportunity please contact either Charles Cook at EWC Henlow, or Sophie Shillinglaw, HR Basingstoke.



Reply of the Week



Scott Wilson Fleece Jackets

From Dave Sutton [Swindon]

In response to Stewart Gordon's note in Scott Light 438 and Ewan Craig's reply in the same issue, we too in Scott Wilson Railways issue high visibility vests, tee shirts and coats complete with a Scott Wilson logo on the back. (Modelled here by our very own Steve Wornack !)



However, these things are always more complex than they sound ! which is probably why we have avoided using logos previously. However some clients now demand that personal protective equipment bears a visible company name, but at the same time they lay down certain rules with which we must comply, especially as the rules are sometimes safety related.

For example, Network Rail demands the following with regard to all hi-vi clothing:-

- It must conform to BS EN 471 (1994),
- logos on the back of hi-vi clothing must be printed **monochrome only**.

The safety helmets we supply to staff (from Bristol Industrial Supplies) carry the red version of the Scott Wilson on the front above the peak. This is permitted by both Network Rail and London Underground although **no other red or green clothing** must be worn when on or near the line.

To avoid embarrassment, Project Managers should check client requirements before staff go on site.



Items for inclusion in ScottLight Issue 441 must be received by **5 pm on Tuesday 13th April** e-mail to **Scott Light**

Alternatively send to the Editor in Scott House, Basingstoke: angela.lowle@scottwilson.com
(fax: 01256 475600, tel : 01256 461161)

Photographs should be submitted in .jpg format or similar
Please note that details for Travellers section need to be received at least a week before the planned travel.

