

Top Article this week

Issue 131

Scott Wilson – 2007 Preliminary Results

As I'm sure you are all aware, we issued our preliminary results for the 52 weeks ended 29th April 2007 on 12th July 2007.

These record results showed a revenue increase of 32%, 18% of which was organic growth – our fifth successive year of double digit organic revenue growth. The adjusted operating profit increased by over 55% reflecting an increased adjusted operating margin, up to 6.2% from 5.3% last year.

The presentation that was made individually to over 20 investors following the issue of the results is on our website and is mounted on Unite. Hopefully many of you will have already seen this presented by the senior management of your Division. The investor presentations seemed to be received well and a number of institutions have bought shares being released by staff shareholders.

Many thanks, once again, to all of you for your continuing efforts which continue to make us bigger, better and stronger than ever before. We continue to stress to the market the broad range of consultancy services that we now offer across the different market sectors. That broader scope, together with our improved margins and record book, means that we remain confident in our ability to deliver our strategic objectives.

Geoff French, Group Chairman

27/07/2007

This Week's Headlines

Company News

Drugs And Alcohol Policy

I regret to report that a member of staff from Railways Division recently failed a pre-arranged drugs and alcohol test. This incident was in breach of our Drugs and Alcohol Policy and consequently it has been treated as gross misconduct. Following a disciplinary hearing the individual concerned has now been dismissed from our employment.

It is considered appropriate to remind you that our Drugs and Alcohol Policy applies to all our employees and that any breach of this will be treated extremely seriously. For your information the following outlines the Scott Wilson Group policy, which applies to every employee in the Scott Wilson Group, *without exception!*

No employee shall:-

- Report for duty in an unfit state due to the use of alcohol or drugs,
- Be in possession of drugs of abuse in the workplace,
- Consume alcohol or drugs of abuse whilst on duty.

Further details are on Unite, at [Drugs & Alcohol on Unite](#) . Scott Wilson will take appropriate disciplinary action if staff are found to be in breach of these rules.

Railway work (no matter which Division you belong to) falls within scope of the Transport & Works Act (1994) which makes it a *criminal* offence to work under the influence of drugs or alcohol. Therefore these additional requirements apply to holders of Track Safety Qualifications: (eg Network Rail (NWR) PTS Cards or London Underground Ltd (LUL) Track Accustomed Cards):

- You will be subject to screening for drugs and alcohol before initial training and thereafter subject to unannounced random screening for drugs and alcohol
- You may be 'for cause' screened in the event of an accident or incident.
- If you are taking any prescribed or 'over the counter' medicines likely to cause adverse effects or which may be incompatible with railway work – you must report it to your manager so that it can be checked by an approved Occupational Healthcare service.

Staff who refuse to be tested, or those who provide a sample which returns a positive result for drugs and / or alcohol will be disciplined which may lead to dismissal. You should note in either of these situations, that your name is automatically sent to the NCCA (the company who administers the PTS Sentinel scheme for Network Rail) and you will be unable to hold a PTS card for 5 years.

Allowable limits of alcohol are **MUCH LOWER** than those under current drink driving laws as shown on the table below:-

Limits	Alcohol in Urine	Alcohol in Blood	Alcohol in Breath
Drink - Driving	107 / 100 ml	80mg / 100ml	35 micrograms / 100
Transport & Works Act	107 / 100 ml	80mg / 100ml	35 micrograms / 100 ml
NWR / LUL	39mg / 100ml	29mg / 100ml	13 micrograms / 100ml

Railway Safety Instruction RSI 01 (available on Unite, at [Railway Safety Instructions on Unite](#)) provides further details and also gives useful guidance and information on the effects and strengths of alcohol to help you stay under the limit.

Remember: if you think you have a drink or drugs problem – talk to your GP or seek other forms of help. It is too late to report a problem after you have been selected for a random test or after an accident.

[Hugh Blackwood](#), Joint Chief Executive

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Information/Library News

[Click here](#) for details of all new documents (including British Standards) added to IHS Construction Information Service last week.

If you need any further information please contact [Sue Silcocks](#), Chesterfield or [Jacqui Grainger](#), Basingstoke

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Projects & Disciplines

No news this week.

People

Scott Wilson Water welcomes Carl Jones

We are pleased to welcome Carl Jones to our Mansfield team. Carl joins us as a CAD Technician and enhances our expanding Water CAD Team. Carl has a background in pipework systems and schematics and further increases the resource base in our developing team.

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Social and Community

Some Advice for Flood Victims

Three years ago our home, and those of five neighbours, were flooded. We were lucky that the water receded very quickly but we didn't know who to turn to for advice so we had to learn from our mistakes. Those unfortunate enough to have been caught by the recent flooding will have had advice from the emergency services etc but here are a few bits of advice that might help.

1. Contact your insurers as soon as you can and speak to their loss adjuster You may want to get your own loss assessor (remember the adjuster works for the insurers!)
2. Get a decent pump-up spray, loads of cheap disinfectant and rubber gloves. Disinfect EVERYTHING especially if you have kids and animals.
3. Keep all your receipts – even for meals and food and for those items you don't think of, like litter for the cats you have to keep indoors until the gardens etc are clear. If they go out they may be OK but they will bring contamination back in. If you need to get your pets inoculated – keep the vet's bills.
4. Take photographs of everything: the damage, all that you chuck out and even those items you keep to be restored; keep an accurate list of everything.
5. The more ammunition you have to support your claim the better!
6. Keep samples of carpets, curtains etc so you can prove the quality – our insurers quibbled over the grade of carpet.
7. Any important documents that have been immersed wrap in plastic bags and put them in the freezer as soon as possible!
8. It is as cheap for insurers to pay for a hired caravan to park at your property as for rented accommodation and you can keep an eye on things.
9. If you must go into rented accommodation insist that it is adequate for your requirements.
10. Try and get a local recommended builder to do the repairs and ensure they have included everything in their quote.
11. If your solid floors are damaged and have to be resurfaced insist on a specialist contractor.
12. If there is a possibility of future flooding and the insurance company balk at renewing your cover, ask if they will cover you if you have suitable flood mitigation measures installed – they may seem expensive but are a lot cheaper than having to pay for future repairs etc yourself
13. When you are buying replacement furniture for the ground floor go for solid wood or metal – generally they can be restored whilst laminates, chipboard etc will swell in the wet.
14. Don't rush into replacing furniture in case you regret it later. Get the adjuster to agree quotes for comparable items - when you receive the money take your time looking.
15. Finally, talk to everyone – you will be upset and want to express it, but keep your cool, be firm and try and build up a rapport with those trying to sort you out. Save the anger in case you need it later, heaven forbid!

[Click here for further advice](#)

Good Luck and I wish you a speedy return to your home!

[Nick Jansen](#), Swindon

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- **Principal Development Planner** to be placed in our Abingdon Office Grade 4.1 Vacancy Reference Number UKS1460/07
- **Senior Building Design Surveyor** to be placed in our Papworth Office. Grade 3.2 Vacancy Reference Number UKS1462/07
- **Assistant Building Services Design Engineer** to be placed in our Basingstoke Office. Grade 2.1 - 2.3 Vacancy Reference Number UKS1463/07
- **CAD Technician(Contractor) CSE**, Swindon. 6 Months Min, Vacancy Ref: SWR254
- **Environmental Sub-Sector Leader: Mining and Power** to be placed in our Basingstoke or London Office. Grade 4.2/4.3 Vacancy Reference Number UKS1461/07
- **Safety, Quality and Environment Manager** - UK Central, Midlands, Grade 4.1 (job ref code C815)
- **Environmental Co-ordinator/SQE Administrator** - UK Central., Midlands, Grade 2.2/2.3 (job ref code C816)

To apply for any of the above positions, please to go to <http://careers.scottwilson.com/unite> or select the 'Jobs' option from the Menu Bar available on any page of Unite.

Here you can search for current opportunities and apply online. Where practicable, all vacancies will be advertised internally and publicised here for a period of 2 weeks. Applications from suitably qualified internal applicants are encouraged. If you wish to obtain further information about a position before applying, please contact the hiring manager (details shown on the vacancy description).

When formally applying for a vacancy, please ensure you inform your existing line manager.

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Buy and Sell

For Sale:



Dining room table + 4 chairs (birch)

Excellent condition. Chairs covered with blue material

Price: £30.00 ono



Black 3 seater leather sofa

Purchased from Harveys 2 years ago. Excellent condition
- Very comfy.

Dimensions: Length: 85 inches, Depth: 39 inches,
Height: 39 inches

Price: £200.00 ono



Black leather chair

Unused – bought from Land of Leather as part of a 3
piece suite

Dimensions: Width: 42 inches, Height: 34 inches, Depth:
35 inches

Price: £75.00 ono

All of the items are being sold due to recent house move. All items to be collected from Basingstoke area.

Contact: [Emma Parsons](#), Basingstoke
or [Nicola Lawrence](#) (07841 576539)

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For Sale

Canon EOS100 35mm SLR Camera Kit

Was a revolution when launched and hailed as “ The quiet auto focus” , with the usual fantastic Canon optics.

Included:

- Canon EOS100 camera body (with pop up flash)
- 35-70mm USM Zoom Lens (Auto focus)
- 100-300mm USM Zoom Lens (Auto focus has failed, manual focus perfect)
- Case - CCS padded case (by Camera Care Systems)
- GR71 Grip and Hand strap (vastly improves handling)
- Remote control for shutter release.
- Original Canon neck strap
- Original Canon manual



- Canon EOS100 book teaching guide to get the best out of the camera
- Battery
- Selection of Cokin Filters, holders, adaptor rings, polarising filters.
- Selection of film (dates unknown)



All items are in good used condition, the 100-300mm zoom lens auto focus regrettably has failed, however the lens can be focused manually or a repair may be possible. The filters are in their original cases, the cases are scratched, filters themselves are fine.

I have owned this camera and all items from new and found the handling, quality, and reliability superb, recently photographed a wedding in B&W, all camera functions work, and the results were excellent.

I originally spent over £1000 on purchasing this equipment - looking for offers around £125 ono, will

post at cost, UK only.

Please contact [James Bisco](#), London for further information

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Articles for Interchange

Articles should be submitted by close of business on Monday to <mailto:Interchange@scottwilson.com&subject=%20New%20Interchange%20Article>

Articles must be no longer than 300 words and all pictures should be in JPEG or similar format. The contact, e-mail, and job title of the contributor should be submitted with each article.

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