

MODERN

➔ **APPRENTICESHIPS**

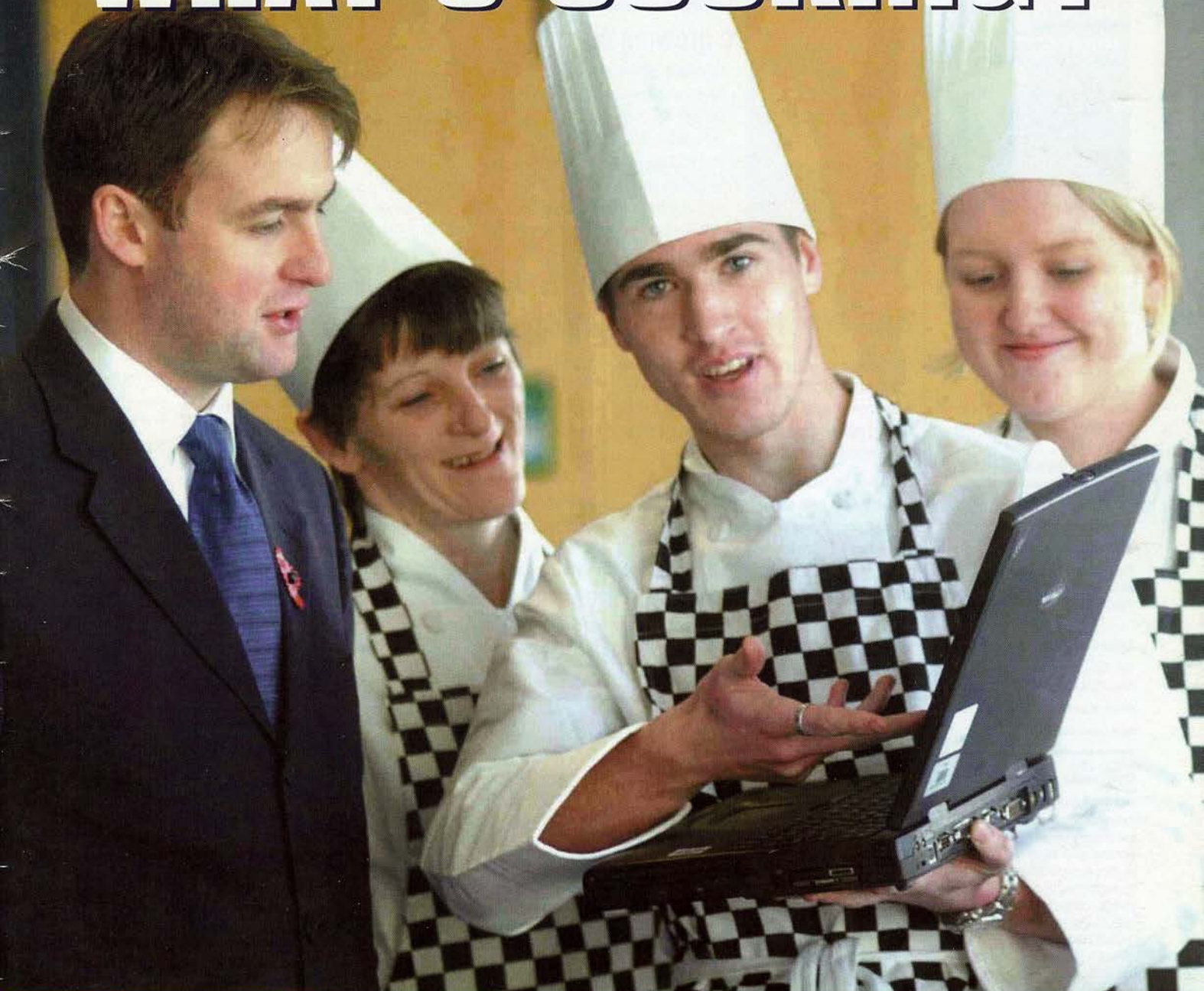
bulletin

2002

News and Information about Scottish Modern Apprenticeships

ISSUE 28: JANUARY 2002

WHAT'S COOKING?



www.modernapprenticeships.com

Modern Apprenticeship Bulletin



March 2001



July 2001

MA Bulletin is sponsored by Highlands and Islands Enterprise and has a print run of 2,500 copies. It is circulated – free of charge – to all organisations with an interest in Scottish Modern Apprenticeships, including National Training Organisations, Local Enterprise Companies, Careers Companies, Colleges, Universities, Training Providers, employers and other bodies. Letters and articles for publication are welcomed.

If you would like to be added to the mailing list to receive future issues, please contact the Editor.

MA Bulletin is published by:
The Scottish Council of NTOs
28 Castle Street
Edinburgh. EH2 3HT

Edited by Stuart McKenna

Tel: 0131 226 7726
Fax: 0131 220 6431

Email: stuart.mckenna@sconto.org.uk
Next issue: March 2002

Front cover picture.

Dish of the day! Alasdair Morrison MSP, former Deputy Minister for Enterprise and Lifelong Learning, is given a demonstration of the new on-line Modern Apprenticeship in Hospitality by apprentices from North Highland College. Left to right: Alasdair Morrison MSP; Sharon Millar from Stronsay in Orkney; Thomas Rushbrook from Poolwe in Wester Ross; and Claire Dunnet from Castletown in Caithness.

COVER STORY

What's Cooking?

The first Hospitality Modern Apprenticeships in Scotland to be delivered and assessed online were launched at a ceremony in Edinburgh in November. Alasdair Morrison MSP, former Deputy Minister for Enterprise and Lifelong Learning, was the keynote speaker at the event held in Murrayfield Stadium in Edinburgh.

The programme, which was developed by Highlands and Islands Enterprise, North Highland College, Hospitality Training Foundation and Hospitality Awarding Body, will open up new opportunities for hospitality employees – particularly in rural areas – and will boost skills in the tourism industry. For further information, contact the Hospitality Training Foundation on 0131 624 4040.



Hungry for Learning! Alasdair Morrison MSP, former Deputy Minister for Enterprise and Lifelong Learning, is impressed with the new on-line Modern Apprenticeship in Hospitality. (Left to right) Claire Dunnet, Sharon Millar, Alasdair Morrison MSP, Thomas Rushbrook and Hugh Logan, Principal of North Highland College.

Apprentices are growing older!



Modern Apprenticeships have always been open to anyone aged 16 or over. However, until recently, funding from Local Enterprise Companies was restricted to the 16-24 year old age group. In March 2001, the Scottish Executive announced that funding should be made available – on a pilot basis – for the 25 plus age group. And the initiative has been a great success; recent figures issued by Scottish Enterprise show that there are now significant numbers of Modern Apprentices in Scotland who are 25 and over. The message is clear: you're never too old to be a Modern Apprentice!

Age at start of apprenticeship	Number of apprentices
25	38
26-30	123
31-35	104
36-40	84
41-45	54
46-50	34
50 plus	29

NTOs to end in April

The Government has announced that National Training Organisations (NTOs) will cease to exist from 1 April 2002. In their place will be larger, more strategic organisations, called Sector Skills Councils (SSCs).

SSCs will be responsible for the relevant Modern Apprenticeship framework(s) in their sector and will be responsible for developing and reviewing frameworks, registering and certifying candidates and promoting the programme in conjunction with Scottish Enterprise.

Up to date information about developments with SSCs is available at www.ssda.org.uk

Recognising excellence

Wendy Alexander MSP, Minister for Enterprise, Transport and Lifelong Learning, has endorsed a new Modern Apprenticeship certificate for employers. The 'Certificate of Recognition' – which is signed by Ms Alexander – is issued to employers that have demonstrated a commitment to the Modern Apprenticeship Programme in Scotland.

A promotional plaque for training providers and colleges involved in the programme is currently being produced and more details of this will be given in the next issue of MA Bulletin.



MA Research

The 'Review of Modern Apprenticeships in Scotland' research conducted on behalf of the Scottish Executive was published on 14 January 2002. Details of the findings will be given in the March issue of MA Bulletin.

A new brand of leaflets!

New promotional leaflets for Modern Apprenticeships in Scotland – aimed at both employers and future apprentices – have been produced for a variety of sectors, including:

- Financial Services
- Management
- Customer Service
- Health and Safety
- Motor Industry
- Road Haulage.

Although the leaflets use the same orange and green branding, they all have individual text which relates specifically to each sector. Funding for the leaflets was provided by the Scottish Executive and Scottish Enterprise. Free copies of the leaflets – and accompanying posters – are available directly from the relevant NTO or from Stuart McKenna at SCOTO on 0131 226 7726.

Email stuart.mckenna@sconto.org.uk



Female footballers are on the ball



Former Deputy Enterprise and Lifelong Learning Minister, Alasdair Morrison, launched the programme at an event in Hampden Park. The first female Modern Apprentices in Scotland – from Ross County Football Club – were present at the launch. Mr Morrison said “This event highlights the career opportunities for women in football and the wider sports and recreation sector and also shows the diversity of Modern Apprenticeship opportunities in non-traditional sectors.”

He added that the programme will give the young people involved a valuable tool kit which will help them realise their potential in sport – and also enhance their employment prospects once their football playing careers come to an end. Mr Morrison is pictured with the Modern Apprentices at Hampden Park.



Female footballers will benefit from a new Modern Apprenticeship programme launched in September. The Modern Apprenticeship in Footballing/Sports Recreation has been developed for Ross County Football Club in partnership with Ross and Cromarty Enterprise and SPRITO (the National Training Organisation for Sports, Recreation and Allied Industries).

ON THE CASE!

Employer case studies featuring the benefits of SVQs and Modern Apprenticeships have been produced by the Scottish Executive and SCOTO.

Ten case studies are available from the following organisations:

- University of Glasgow
- South Ayrshire Council
- Giles Insurance Brokers Ltd
- Barclays Stockbrokers
- North Ayrshire Council
- Standard Life Group
- Learning IT Ltd
- Triage Central Limited
- Glasgow City Council
- Four Seasons Nurseries.

Each study is around 350 words in length and is written in straightforward language to make it attractive to

employers. The studies cover a range of frameworks, including Business Administration, Early Years Care and Education, Customer Service and Information Technology.

The studies have recently been posted on the Modern Apprenticeship website – www.modernapprenticeships.com and hard copies are available – free of charge – from Stuart McKenna at SCOTO on 0131 226 7726.

Email: stuart.mckenna@sconto.org.uk

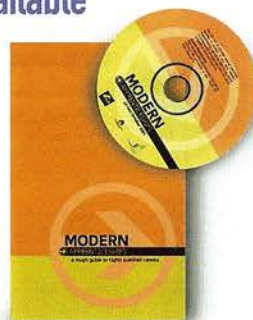


'Rough Guide' and cd-rom available

An updated version of the popular 'Rough Guide' to Modern Apprenticeships has been circulated to Local Enterprise Companies (LECs). The new version – which incorporates the new MA logo and branding – gives clear and concise information for employers and future apprentices.

A new cd-rom has also been produced and this gives general information and case studies. Copies of both of these promotional tools are available directly from LECs or from Mark Newlands at Scottish Enterprise on 0141 228 2779.

Email: mark.newlands@scotent.co.uk



MA logo now available on line



The Modern Apprenticeship website at www.modernapprenticeships.com has been further developed to include a comprehensive brand manual. The brand manual includes full design specifications for using the logo and design templates for those organisations wishing to use them. If you are currently using the logo then you can update your specification on this site and if you would like to adopt the logo in your materials or presentations then this is ideal for you.

The site is password protected and the password can be obtained by contacting Mark Newlands at Scottish Enterprise on 0141 228 2779 (Email: mark.newlands@scotent.co.uk), Stuart McKenna at SCOTO on 0141 353 9545 (Email: stuart.mckenna@sconto.org.uk), or your local enterprise company.

MAs at Careers 2002

Careers Enterprise Jobs Scotland is the premier event of its kind in Scotland. It attracts a full spectrum of visitors from active job seekers, school leavers, college & university students, workers looking for a career change, mature people, female returners and budding entrepreneurs.

The event will take place from 1-3 March 2002 at the SECC and Modern Apprenticeships will have a high profile at the centre of this exciting venture. If you would like further details or you have literature which you would like displayed at the MA stand or you would like to represent your organisation during the 3 days then contact Mark Newlands at Scottish Enterprise on 0141 228 2779.

Email: mark.newlands@scotent.co.uk

Inside this Issue

On the bus!



This is one bus you won't see in Sauchiehall Street. And you're more likely to pick up an MA leaflet than a timetable! See page 7 for more details.

In the money!



What do high finance, whisky and Modern Apprenticeships have in common? See page 5 for the answer.

College Call



SFEU has set up a new group to promote Modern Apprenticeships in colleges. See page 11 for more details.

A Lauder success!



Marilyn Livingstone MSP presents a Modern Apprenticeship certificate. See page 11 for more details about the successful candidates.

First in Scotland

NTP Scotland is the first organisation in Scotland to be approved to deliver the Modern Apprenticeship in Operating Department Practice. NTP has secured approval to deliver a number of frameworks applicable to the NHS including Pharmacy Technicians and Health and Social Care. Contact Adam Weir at NTP Scotland on 0141 353 5650.

Email: aweir@ntp.co.uk

Lantra supports MAs

Lantra NTO issued a press release in September reaffirming its support for Scottish Modern Apprenticeships. Lantra had planned to introduce one single framework document in Scotland to cover all of its Modern Apprenticeships (which include Amenity Horticulture and Environmental Conservation), but has put this on hold for the time being. The NTO has also voiced support for the introduction of an apprenticeship based around S/NVQ level 2. The full statement is available at www.lantra.co.uk/nto/nto/Press_releases.

George is the Head

George Brown has been appointed as Head of the Accreditation Unit at the Scottish Qualifications Authority, a role he has performed on an interim basis following Aileen Ponton's appointment to General Manager for Qualifications & Assessments. George is now the SQA representative on MAIG (Modern Apprenticeship Implementation Group).

Sailing away – on a Modern Apprentice-ship!



Carry on Cruising! Modern Apprentice, Leigh Haveron (centre), celebrates her success. Also pictured are Eileen Cabuk, TTC Training and Charlie Callaghan, Scottish Enterprise Renfrewshire.

A travel agency's Modern Apprentice was recently whisked away on a cruise around the Channel Islands after winning a top sales competition.

Leigh Haveron, 16, from Paisley, won a three-day cruise around the Channel Islands on P&O's brand new luxury cruise liner, the Golden Princess, after collecting the title of Top Premier Care Insurance Salesperson for the Northern Territory.

Leigh – who works at Thomas Cook in Paisley – is working towards a Modern Apprenticeship in Travel Services.

Funding to support Leigh's training was provided by Scottish Enterprise Renfrewshire. Charlie Callaghan from the Skills Team, said, "For a 16 year old to show such ambition and an eye for the job is a real success story for Renfrewshire."

Challenge Fund successes



MITC at the Motor Show! Chief Executive, Sheila McGregor; Chairman, Alan Clark; and Director, Adrian Smith promote Modern Apprenticeships at the Scottish Motor Show.

The Modern Apprenticeship Challenge Fund was introduced for the first time this year to help organisations involved in the programme to develop creative and innovative ways to promote and implement Modern Apprenticeships in Scotland.

Projects were submitted to the Modern Apprenticeship Implementation Group (MAIG) and 4 organisations have already been successful in receiving funding.

HABIA – the NTO for hairdressing and beauty therapy – held high profile promotional events for employers and training

providers in their sector. The events – organised in partnership with local colleges and employers – featured celebrity hairdressers. The **Motor Industry Training Council** secured funding to promote Modern Apprenticeships at the Scottish Motor Show in Glasgow during November. Funding was also made available to the **Property Services NTO** to produce a comprehensive email database of employers in their sector. And **Elmwood College** were successful in their bid to stage a number of roadshows throughout Scotland to promote Modern Apprenticeships in Greenkeeping.



Hairdressing apprentices at Kilmarnock College.

Further information about the MA Challenge fund is available from Mark Newlands at Scottish Enterprise on 0141 228 2779.

Email: mark.newlands@scotnet.co.uk

'Decorating' Painters



Representatives from major Scottish painting and decorating employers were awarded a 'Certificate of Recognition' for their support and commitment to employment and in particular to the Modern Apprenticeship programme.

John Cunningham, Chairman of the Modern Apprenticeship Implementation Group (MAIG), presented the certificates at the Scottish Decorators Federation Annual Conference which was held at Cameron House Hotel, Loch Lomond between 29 November and 1 December last year.

More than just decoration!
John Cunningham presents certificates to (left to right) Murray Wilson, (Glasgow); Murray Stewart (Edinburgh); Bob Aird (Glasgow); Brian Milne (Aberdeen); Enos McLean (Perth & Dundee); Ian Barr (Glasgow); John Cunningham (Chairman, MAIG); Willie McEwan (Edinburgh); Ralph Skene (Aberdeen); Robert Wilson (President, SDF) and Douglas Fergus (Scottish Manager, CITB)

Financial Services launch

An event to promote Modern Apprenticeships in the Financial Services sector was held in Edinburgh recently. Three employers – already successfully involved with Modern Apprenticeships – gave interesting and realistic presentations about the awards to an audience of over 60 delegates in the Scottish Whisky Heritage Centre.

Standard Life, Barclays Stockbrokers and Giles Insurance Brokers shared their experiences of the MA programme and explained how it has helped their organisations to develop and improve retention of their employees. A variety of MA frameworks are relevant to the sector, including Business Administration, Customer Service, Information Technology and Insurance.

A new promotional brochure for Modern Apprenticeships in the financial services sector, funded by the Scottish Executive, was launched at the event and features the key business benefits to

employers in implementing the programme. Longer case studies from Standard Life, Barclays Stockbrokers and Giles Insurance Brokers have also been produced and are available from Stuart McKenna at the Scottish Council of NTOs on 0141 353 9545.

Email: stuart.mckenna@sconto.org.uk

For further information about Modern Apprenticeships in the Financial Services sector, please contact Cathy Malone at Scottish Enterprise Financial Services Team on 0131 313 6218. Email: cathy.malone@scotent.co.uk



I'm still standing! Employer delegates at the launch pose for a photograph before embarking on the Whisky Tour. (Left to right) Douglas Samuel and Monica Black, Standard Life; Cathy Malone, Scottish Enterprise Edinburgh and Lothian; Claire Reid and Elaine Davie, Barclays Stockbrokers; Janet Hutchison and Carol Ramsay, Giles Insurance Brokers; and Mark Newlands, Scottish Enterprise.

First in Scotland for South Ayrshire Council

Thirty-six Modern Apprentices from South Ayrshire Council were praised for their commitment and initiative at a Graduation Ceremony held at the County Buildings, Ayr.

At the same time the Council itself was named as the first in Scotland to receive a special award for its delivery of the Modern Apprenticeship programme to the 'excellent standard' it had achieved.



Evelyn McCann, Chief Executive of Scottish Enterprise Ayrshire, presents a Modern Apprenticeship Certificate of Recognition to South Ayrshire Council Leader, Cllr Andy Hill (right) and Chief Executive, George Thorley.

Prior to the presentation of Graduation Certificates to the successful candidates, the Chief Executive of Scottish Enterprise Ayrshire, Evelyn McCann handed over a special award – on behalf of Wendy Alexander, Minister for Enterprise, Transport and Lifelong Learning – to the Leader of South Ayrshire Council, Councillor Andy Hill.

Evelyn McCann said: "The award of this Certificate of Recognition, which is the first in Scotland, is in acknowledgement of the commitment of your organisation which is delivering the programme to an excellent standard, and to the high level

of successes which have been achieved."

Councillor Hill expressed his own personal congratulations to the assembled apprentices who he said were undoubtedly among the most promising young employees we have in South Ayrshire Council.

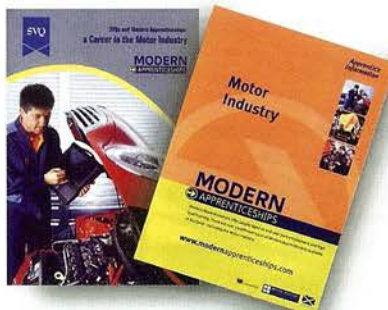


Everyone's a winner! South Ayrshire Council's Modern Apprentices gather in the County Buildings to receive their graduation certificates.

Double top!

One of the top Modern Apprenticeship frameworks in Scotland has 2 new leaflets aimed at attracting more people into the sector. The Motor Industry – which has over 1,800 Modern Apprentices in training at present – has produced a new 8-page leaflet with SQA and Scottish Enterprise called 'SVQs and Modern Apprenticeships: a Career in the Motor Industry'. The leaflet gives general information about the sector and includes a case study.

And a second 4-page leaflet has recently been produced with SCOTTO and the Scottish Executive focussing on Modern Apprenticeships in the sector. Copies of both leaflets are available from Jim Brown at the Motor Industry Training Council (MITC) on 0131 225 3643. Email: jim@mitc.co.uk



New Deputy Minister appointed

Following the Scottish Parliament Cabinet reshuffle, Lewis Macdonald MSP has been appointed as Deputy Minister for Enterprise, Transport and Lifelong Learning – which includes responsibility for Modern Apprenticeships. Mr Macdonald replaces Alasdair Morrison MSP. Wendy Alexander MSP has retained her position in the Cabinet with an extended portfolio which now covers Transport as well as Enterprise and Lifelong Learning.

On the Radio

The popularity of the official Scottish Modern Apprenticeship web site is growing fast. The latest organisation to include a link to the site on its own web pages is Radio 1. With the recent extension to funding eligibility, it shouldn't be long before Radio 4 includes a link!

MAIG tightens MA framework reviews

All Scottish Modern Apprenticeship frameworks must now be reviewed and updated by their NTO within 9 months of a change to the central SVQs in the framework, MAIG (Modern Apprenticeship Implementation Group) has decided. Frameworks not reviewed within 9 months will not be considered to be endorsed and will not qualify for Skillseekers funding through LECs. MAIG has introduced this measure to ensure that frameworks are reviewed regularly. Employers and training providers have expressed concern that some Scottish frameworks have not been reviewed for over 4 years and carry information which is considerably out of date. For further details, contact Stuart McKenna at SCOTTO on 0141 353 9545. Email: stuart.mckenna@sconto.org.uk

Making a stand!



The new Modern Apprenticeship promotional stands have been busy winging their way around the country in the last few months. The eye-catching (!) colours of the stand have certainly attracted attention. The stand is pictured above at the Grampian Youth Enterprise Showcase in Aberdeen.

New MA in Advice and Guidance

A new Modern Apprenticeship in Advice and Guidance is being developed by the Employment NTO and the Scottish Council of NTOs. A meeting to discuss the content of the framework was held in Scottish Enterprise Glasgow in October and a questionnaire is presently being sent out to representatives in the sector to finalise the content. Further information is available from Stuart McKenna at SCONTO on 0131 226 7726. Email: stuart.mckenna@sconto.org.uk



My advice is..... Speakers at the development meeting prepare to guide delegates. Back row: John Scott, SE Glasgow; Stuart McKenna, SCONTO; Mark Newlands, Scottish Enterprise. Front row: Carol Adams, Employment NTO; Yvonne Gallacher, Money Advice Scotland.

Champion Chippy in Paisley



A cut above the rest! Scott Mungavin, Modern Apprentice with Laidlaw Scott, demonstrates his skills to Charlie Callaghan, Scottish Enterprise Renfrewshire.

A Paisley based joiner was recently crowned Scotland's most talented apprentice. Scott Mungavin, 18, from Barrhead, works for Paisley-based joiners, Laidlaw Scott and is in his second year as a Modern Apprenticeship joiner at Reid Kerr College.

Each year the college chooses its best apprentice joiner to compete with other college students for the coveted shield, and title of 'best young apprentice joiner'. 'This year's 7-hour practical tournament was run by the Scottish Association of Timber Trade Teachers and was held in Orkney. Scott said, "I am delighted to have won the award and title – it's going to look really good on my C.V."

Gordon Scott, managing director of Laidlaw Scott said "We are encouraged by Scott's enthusiasm and we believe that he has the ability and skills to go far. We have recognised a shortage of skilled tradesmen in the industry and have committed ourselves to employing new apprentices every year.

We have two former Modern Apprentices who have reached Foreman level within the company. The funding which we receive from Scottish Enterprise Renfrewshire allows us to employ apprentices in times when it might not be financially viable without assistance".

Entitlement to the national minimum wage

Following removal of the upper age-limit for Modern Apprenticeship funding, the Scottish Executive is keen to clarify issues surrounding criteria for entitlement to the national minimum wage (NMW).

Individuals starting their apprenticeships at the age of 16 or 17 are not eligible for the NMW until they reach their 19th birthday at the rate of £3.20. Apprentices aged under 26 in

their first 12 months of their apprenticeship do not qualify for the NMW, however, those starting at age 26 are entitled to the £3.70 rate.

The DTI has produced 'A Guide to the National Minimum Wage' which sets out the eligibility criteria in more depth. See www.dti.gov.uk/er/nmw/gtmw.pdf paragraphs 24-31 relating to apprentices.

Peterhead success

Dales Engineering Administration Assistant Lynne Morrice, 20, was recently presented with her Business Administration Modern Apprenticeship Certificate.

Lynne, who comes from Maud, has worked for Dales Engineering in Peterhead since leaving school at 17 years old. She achieved her Modern Apprenticeship with the help of her Assessor, June Jones, from Aberdeen-based training provider ITCA Limited. Scottish Enterprise Grampian provided funding to support Lynne's training.



Can I help you? Lynne Morrice from Dales Engineering, demonstrates her work skills.

Careers Companies need help

Careers staff are both knowledgeable about, and interested in, promoting Modern Apprenticeships - but they need more help from National Training Organisations and Local Enterprise Companies to get accurate information on local companies that are involved in the programme.

That's the main finding of a report issued recently by the Modern Apprenticeship Implementation Group (MAIG). The report

follows a series of presentations and feedback sessions given to careers companies throughout Scotland.

Careers staff also highlighted the need for greater integration between college courses and Modern Apprenticeships and felt more could be done to identify progression routes.

A web-based national vacancy database was suggested as one way of helping careers companies to access accurate, local information.

A Modern Health Service



Coaching and learning! The Learning Together bus is one of many initiatives aimed at increasing the skills of NHS staff in Scotland. Contact Gerry Cavanagh for more details.

The Scottish Executive held a free 2-day national conference to launch a range of education, training and development, and lifelong learning initiatives – including Modern Apprenticeships – for NHS Scotland staff in October.

Keynote presentations were given by Susan Deacon MSP, former Minister for Health & Community Care and Frank Pignatelli, Chief Executive of the Scottish University for Industry.

A variety of 'learning zones' were in operation, giving delegates the opportunity to look at the various lifelong learning initiatives available.

A workshop promoting the use of SVQs and Modern Apprenticeships in the NHS in Scotland was presented by Gerry

Cavanagh, with assistance from Mark Newlands from Scottish Enterprise and Diana Meanley from Grampian Universities NHS Trust. Also present were two Modern Apprentices from Dumfries NHS Trust – and they explained what it was like to go through the programme from the perspective of an apprentice.

Promoting the use of SVQs and Modern Apprenticeships in the NHS in Scotland is a key priority area for the Scottish Executive and Gerry Cavanagh is keen to meet representatives from any organisations who can assist in this objective.

Gerry can be contacted at SQA on 0141 242 2364.

Email: gerry.cavanagh@sqa.org.uk



SQA has produced a leaflet aimed at promoting SVQs and Modern Apprenticeships in the NHS in Scotland.

Anneliese Broadcasts again

Anneliese Archibald, Chief Executive of SCOTTO, has written an article about Modern Apprenticeships in the latest issue of the SFEU magazine, Broadcast. The article looks at the reasons why some Scottish colleges have been slower than private training providers to implement Modern Apprenticeships. Broadcast is available online at the SFEU website – www.sfeu.ac.uk

Highway express!

The Road Haulage and Distribution Training Council (RHDTTC) has introduced a new email e-briefing for key partners. The e-briefing gives up to date information about developments in this sector, including news on Modern Apprenticeships.

If you would like further information about this free email newsletter, or would like to be added to the mailing list, please contact Sheila McCullough at RHDTTC on 0131 552 1768. Email: mail@smccullough.org.uk

First in Dumfries

Dumfries and Galloway is leading the way in attracting young people into the NHS with Modern Apprenticeships. Forty-six employees in the region are presently undertaking a Modern Apprenticeship – and that is more than half the total for the country as a whole.

Gerry Cavanagh, NHS Scottish Development Manager, visited Dumfries Infirmary recently to meet some of the people involved. He said: The Scottish Executive is committed to ensure that there are opportunities for everybody working in the NHS to access nationally recognized qualifications.

Dumfries and Galloway are setting an excellent example which I hope other NHS Trusts will follow.

John Glendinning, Project Manager with the Acute and Maternity Trust, added: Since we started in 1996, when six young people joined the staff, Modern Apprenticeships have gone from strength to strength.

The Acute and Maternity Trust, Primary Care Trust, Health Board, Dumfries and Galloway College and Scottish Enterprise Dumfries and Galloway are all involved in the Modern Apprenticeship programme.



Leading the way! Modern Apprentices in Dumfries and Galloway are pictured with their certificates.

New network for CFA

The Council for Administration (CfA) – which is responsible for the Business Administration Modern Apprenticeship – is investigating the possibility of establishing a National Training Provider Network for Scotland. The network would cover the Highlands and Islands region, Central Belt and the Borders and would meet on a six-monthly basis. CfA foresees the meetings as an opportunity for small groups of training providers to share best practice and discuss the practicalities of the delivery of the Business Administration Modern Apprenticeship.

For further information, contact Karen Rennie at CfA on 01592 861333. Email: karenrcfa@netscapeonline.co.uk

Top 20 MA Frameworks in Scotland

The number of Modern Apprentices in training is getting very close to the Scottish Executive target of 20,000. Figures released by Scottish Enterprise and Highlands and Islands Enterprise in September and October 2001 show that there were over 19,400 apprentices in training in Scotland. These figures only show apprentices funded through Local Enterprise Companies and do not include those being privately funded by employers. It is difficult to estimate the number of apprentices being privately funded, but it is doubtful that there are more than 500.

Scottish Enterprise Area - October 2001

Ranking*	Framework	Apprentices in training
1 (1)	Construction	4162
2 (2)	Electrotechnical	2223
3 (3)	Engineering	1914
4 (4)	Motor Vehicle	1735
5 (5)	Business Administration	1134
6 (6)	Customer Service	1088
7 (7)	Plumbing	889
8 (8)	Hospitality	762
9 (9)	Engineering Services	548
10 (12)	Travel Services	355
11 (11)	Hairdressing	314
12 (10)	Retail	302
13 (14)	Early Years Care and Education	294
14 (16)	Health and Social Care	217
15 (-)	Management	216
16 (13)	Engineering Construction	204
17 (15)	Chemical Industries	181
18 (-)	Sport and Recreation	133
19 (19)	Amenity Horticulture	106
20 (18)	Accounting	99

* Figures in brackets show the ranking of each framework at 22 June 2001

Scottish Enterprise Area

In the Scottish Enterprise area there were 17,809 Modern Apprentices in training at 31 October 2001. The top 20 frameworks (in terms of take-up) are shown in the table on the left. The **Construction** framework continues to head the pack, adding more than 500 to its total in the last 5 months.

There has been no change in the rankings of the top 9 frameworks in the last 5 months, although **Motor Vehicle** has increased its total by almost 300 to narrow the gap with **Engineering**. **Travel Services** enters the top ten for the first time with 355 apprentices in training - and increase of 120 from the last survey.

The highest new entry to the top 20 is **Management**. Six months ago, the framework had fewer than 50 apprentices, but now has an impressive 216 - perhaps benefiting from the 25 plus funding pilots being run by LECs. Several other frameworks which suit 25 plus employees continue to make headway.

The number of **Health and Social Care** apprentices has doubled in the last 5 months - and an additional 100 apprentices have been registered for the **Early Years Care and Education** framework.

Frameworks which do not feature in the top 20, but have made significant gains in the last 5 months, include **Occupational Health and Safety Practice** (55 apprentices) and **Security** (73). The **Information Technology** framework - which was revised earlier this year - now has a total of 85 apprentices and should feature in the top 20 in the next few months.

The **Cultural Heritage** framework has finally registered its first apprentices. The framework has been available for 4 years, and recent promotional activity from SQA and the Cultural Heritage NTO has generated significant interest in the sector with several centres seeking approval to deliver the award.

Of the 75 frameworks available, 20 have no apprentices in training at the present time.

Highlands and Islands Enterprise Area - September 2001

Ranking*	Framework	Apprentices in training
1 (1)	Construction	604
2 (2)	Electrical Installation	227
3 (3)	Engineering	174
4 (4)	Motor Vehicle	133
5 (5)	Business Administration	80
6 (6)	Plumbing	61
7 (8)	Hospitality	49
8 (7)	Customer Service	48
9 (10)	Commercial Horticulture	30
10 (11)	Engineering Construction	28
11 (14)	Marine Engineering	25
12 (9)	Retail	22
13 (12)	Accounting	21
14 (-)	Sport and Recreation	15
15 (13)	Hairdressing	14
16 (16)	Meat Industry	12
17 (15)	Sea Fishing	9
18 (18)	Travel Services	9
19 (-)	Agriculture and Garden Machinery	9
20 (-)	Information Technology	9

* Figures in brackets show the ranking of each framework at 31 May 2001

Highlands and Islands Enterprise Area

The **Sport and Recreation** framework makes its first appearance on the chart at number 14, undoubtedly helped by the football apprenticeship programme which was officially launched in the summer. A revised framework for **Information Technology** has also proved popular and it makes its debut at number 20.

Interestingly, the key growth sectors in the SE area have still to make an impact in HIE. **Health and Social Care**, **Early Years Care and Education** and **Management** do not feature in the HIE charts, despite significant growth in the rest of the country.

IT first for East Ayrshire Council



IT for me! Cllr Eric Jackson from East Ayrshire Council congratulates the new recruits to the Information Technology Modern Apprenticeship.

East Ayrshire Council is the first local authority in Scotland to offer the Modern Apprenticeship in Information Technology. And an event was held in Kilmarnock recently to launch the programme. David Seers from the Scottish Executive congratulated the council on the initiative and encouraged other local authorities to become involved.

Cllr Eric Jackson noted that the council has already introduced Modern Apprenticeships in a variety of departments and wished the new Information Technology apprentices every success for the future.

Engineering a solution in Shetland

Accessing relevant training in low-population areas can be difficult – but not impossible – as this case study from Shetland Enterprise demonstrates.

Shore-based engineering is an important sector in Shetland. Local companies have regularly trained craft workers to SVQ Level 3 over the years, and more recently through the Modern Apprenticeship framework. There has always been a local requirement for engineering technicians, however, there has never been sufficient demand to warrant a locally delivered HNC or HND.

Large companies, such as BP, have solved this problem by sending their technicians to the South of Scotland to undertake further education. As this comprised a year's full time study, smaller Shetland engineering companies were unable to afford the expense (employee's wages whilst at college) or their time away from the workplace. Although individual bursaries were available for the HNC, this qualification could not be funded through Skillseekers as it was not an S/NVQ.

Year 2001 heralded an up turn in the activity at Sullom Voe oil terminal. Many of the engineering jobs are at technician level, and one company, AMEC,

has a requirement for at least 12 Modern Apprenticeships. This expansion coincided with the production of EMTA's (Engineering and Marine Training Authority – the NTO for the Engineering sector) new Modern Apprenticeship Framework Training Pathways, and the approval of the Technician MA route within this for funding through Skillseekers in Scotland.

The HNC is an integral part of the Technical MA, and thus Shetland Enterprise Company was able to unlock the funding for the educational element through Skillseekers. A local training provider, the Shetland Islands Council, and the North Atlantic Fisheries College seized the opportunity to develop the HNC in Electro-mechanical engineering.

This HNC is now available to Shetland employers, employees and apprentices without the need to leave the island and companies can now upgrade the skills of their workforce cost-effectively. The new EMTA Framework has indirectly contributed to the improvement of the skills and knowledge for the Shetland engineering workforce, which will in turn improve the competitiveness and sustainability of the companies.

Engineer gets award

Steven Moar, from Malakoff & William Moore in Shetland, recently completed the Modern Apprenticeship in Engineering, and received his Certificate of Completion from Ann Black, Shetland Enterprise.



Well done! Steven Moar is delighted to accept his certificate. (Left to right) Janice Leask, Shetland Islands Council; Steven Moar, Malakoff & William Moore; Ann Black, Shetland Enterprise; Tommy Long, Malakoff & William Moore.

Full house for Polly



Polly Eunson is presented with her Certificate of Completion by Ann Black from Shetland Enterprise.

Polly Eunson from Hjaltsland Housing Association in Lerwick, recently completed the Modern Apprenticeship in Housing Management. She is only the second person in Scotland to complete the programme.

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Core Skills – Spoiled for choice!

Core Skills from any awarding body may be used in Scottish Modern Apprenticeship frameworks. Although framework documents traditionally give reference numbers for SQA core skills only, this is for the sake of consistency and is not prescriptive.

There are currently 7 awarding bodies able to deliver the workplace core skills which apply to Modern Apprenticeships and the reference numbers for these are given in the table below.

Core Skill	Awarding Body						
	AMD	EAL	IMI	SQA	C & G	LCCIEB	SQA & HAB
Communication							
Access 3	D3Y904	D6WJ 04	D3YX04	D6C504	D6BE04	D6GC	D6TG
Intermediate 1	D3YA04	D6WK 04	D3YY04	D6C604	D6BF04	D6J3	D6TH
Intermediate 2	D3YB04	D6WL 04	N/A	D6C704	D6FV04	D6J4	N/A
Higher	D3YC04	D6WM 04	N/A	D6C804	D6BH04	D6J5	N/A
Numeracy							
Access 3	D3YD04	D6WN 04	D6B504	D6C904	D6BJ04	D6J6	D6TJ
Intermediate 1	D3YE04	D6WP 04	D6B604	D6CA04	D6BK04	D6J7	D6TK
Intermediate 2	D3YF04	D6WR 04	N/A	D6CB04	D6BL04	D6J8	N/A
Higher	D3YG04	D6WS 04	N/A	D6CC04	D6BM04	D6J9	N/A
Problem Solving							
Access 3	D3YH04	D6WT 04	D6B704	D6CD04	D6BN04	D6JA	D6TL
Intermediate 1	D3YJ04	D6WV 04	D6ND04	D6CE04	D6H704	D6JB	D6TM
Intermediate 2	D3YK04	D6WW 04	N/A	D6CF04	D6BS04	D6JC	N/A
Higher	D3YL04	D6WX 04	N/A	D6CH04	D6BT04	D6JD	N/A
Working with Others							
Access 3	D3YM04	D6WY 04	D6BA04	D6CJ04	D6BV04	D6JE	D6TN
Intermediate 1	D3YN04	D6X0 04	D6BB04	D6CK04	D6BW04	D6JF	D6TP
Intermediate 2	D3YP04	D6X1 04	N/A	D6CL04	D6BX04	D6LA	N/A
Higher	D3YR04	D6X2 04	N/A	D6CM04	D6BY04	D6LB	N/A
Information Technology							
Access 3	D3YS04	D6X3 04	D6BC04	D6CN04	D6C104	D6LC	D6TR
Intermediate 1	D3YT04	D6X4 04	D6BD04	D6CP04	D6C204	D6LD	D6TS
Intermediate 2	D3YV04	D6X5 04	N/A	D6CR04	D6X804	D6LE	N/A
Higher	D3YW04	D6X6 04	N/A	D6CS04	D6C404	D6LF	N/A

Mascot Website www.mascot.uk.com

The Mascot website (www.mascot.uk.com) contains summaries of all MA frameworks endorsed by MAIG for use within Scotland. The website is funded by Highlands and Islands Enterprise and is maintained by Sheila McCullough Associates. Each summary contains details of the SVQs, core skills and any other mandatory qualifications within the framework. The database can be searched by:

- NTO full name
- NTO abbreviated name
- SVQ title
- SVQ reference number
- Industry sector
- Career possibility

Mascot is continuously updated to take account of new or re-endorsed frameworks, changes to NTO information, new SVQ reference numbers etc. It is therefore useful to LECs, training providers, colleges, employers, careers staff and anyone else who requires the latest information on MAs in Scotland.

Usage of the Mascot website is increasing steadily. The latest statistics show an average of 85 hits each weekday and 11 hits per day at weekends, with the majority of usage taking place between 9am and 5 pm.

If you would like to know more about Mascot or have any suggestions as to how the site might be enhanced, please contact Sheila McCullough on Email: mail@smccullough.org.uk or 0131 552 1768.

Developments in England

Chancellor Gordon Brown recently announced significant developments to Modern Apprenticeships in England. The Government wants more than a quarter of young people to enter the programme before they are 22 years old by 2004. Other developments include:

- An entitlement to a Modern Apprenticeship place for all 16 and 17 year olds (subject to minimum academic achievements)
- A £16 million marketing campaign, over 3 years, beginning in early 2002
- The introduction of 'technical certificates' which provide the underpinning knowledge for NVQs

- The introduction of 'Modern Apprenticeship Diplomas'
- A new leaflet calling on public sector organisations to become more involved.

There are currently 213,000 young people aged 16-25 participating in Modern Apprenticeships in England. The local government sector has about 4,300 apprentices and has pledged to double this over the next 3 years. There are under 100 Modern Apprentices in central government (51 in the Department for Education and Skills, alone).

Further information is available from the DfES web site – www.dfes.gov.uk

Web site success www.modernapprenticeships.com

The official Modern Apprenticeship web site (www.modernapprenticeships.com) is proving a hit! Latest statistics show that an average of 630 people visit the site each day and spend an average of 5 minutes viewing the various pages. Although most of the 'hits' come from the UK, a sizeable number originate from America and New Zealand.

The site has recently been expanded to include new employer case studies and details of the logo for use in promotional materials.

The site is an excellent source of information about the various aspects of Modern Apprenticeships.



SCOTCAT success for Lauder College Modern Apprenticeships



Well done! Leanne and Hazel receive their certificates. (left to right) Janet Lowe, Lauder College; Leanne Campbell; Hazel Drummond; Marilyn Livingstone MSP.

The first Lauder College SVQ Modern Apprenticeship Award Ceremony was held on 2 November 2001. Almost 170 candidates were invited and a large number of these, together with their guests, were present at the event. Lauder College was represented by the Chairman of the Board Alan Condie, Principal Janet Lowe, Assistant Principal Janet Cox, Development Manager Marion Craig and Curriculum Manager Kay Mitchell.

Marilyn Livingstone MSP, presented the awards. In her address she made special mention of the achievements of 2 candidates, Leanne Campbell and Hazel Drummond who received the Modern Apprenticeship in Business Administration from the Council for Administration and a Certificate of Credit for 120 SCOTCAT points from Napier University. Leanne and Hazel are the first candidates in

Scotland to achieve such an award from a Scottish University.

The initiative, which was supported by Fife Enterprise, began in September 1997 when Lauder College together with Fife College worked with Napier University to gain validation for this Certificate of Credit. Within 6 months the college was prepared for the Validation event that was successfully gained in July 1998.

It was agreed that the candidates would achieve 3 areas of learning:-

- Certificated learning for 5 Higher National Units (6 credits)
- Work-based learning which was assessed through the SVQ Units
- Certificated learning SVQ Level 3.

Leanne and Hazel successfully achieved certification for these 3 areas of learning. The Tutors - by using a unique method of delivery - were successful in integrating the 3 areas of learning into individual training and assessment plans. At the same time staff worked closely with the employers to ensure that the candidates were able to gather appropriate evidence.

Since starting their Modern Apprenticeships, both Leanne and Hazel have developed their job roles and have progressed in their careers. Leanne achieved her award with a local employer but has since moved on to work as a Customer Advisor with Nationwide. Hazel has remained with Mines Rescue at Crossford where she has progressed to Office Manager.

Both Leanne and Hazel have proved that Modern Apprenticeships can - and do - encourage the development of individuals in the workplace. In their case, however, because of their commitment and hard work in achieving not only the Modern Apprenticeship - but also certificated learning contained within HN Units - they now have entry to second year Units of a Higher Education degree in Business Administration. Thus, they are truly embracing the Lifelong Learning culture.

Further information about SCOTCAT points and the Business Administration Modern Apprenticeship are available from Karen Rennie at the Council for Administration on 01592 861333.

Email: karenrcfa@netscapeonline.co.uk

MODERN APPRENTICESHIPS

SFEU forms new MA group

The Scottish Further Education Unit (SFEU) has recently established a group to promote SVQs and Modern Apprenticeships in Scottish Colleges.

The Further Education SVQ Modern Apprenticeship Manager Network Steering Group has been set up to help colleges in the implementation and delivery of SVQs and Modern Apprenticeships and has the following aims:

- To seek to influence policy for the advancement of Modern Apprenticeships
- To support the sharing of ideas between colleges and driving best practice
- To support curriculum development
- To facilitate the sharing of current and emerging policies, and information.

Group membership is drawn from a representative sample of Scottish colleges and also includes representatives from key partner organisations, including Scottish Enterprise, SQA, Scottish Council of NTOs and the Scottish Executive.

And the group has already become involved in a number of activities to support its objectives:

- A conference - highlighting best practice in the delivery of SVQs and Modern Apprenticeships in Scottish Colleges - is scheduled for Tuesday 5 March 2002 in the SFEU Conference Centre in Stirling. Sue Baldwin from Scottish Enterprise and Linda McKay from Falkirk College have already agreed to participate.
- Promotional materials are being produced which will help college staff promote SVQs and Modern Apprenticeships to employers. SQA and Scottish Enterprise are developing these materials which will be tailored to the needs of colleges
- Presentations to senior management and interested staff in colleges have already begun with Mark Newlands from Scottish Enterprise and Stuart McKenna from the Scottish Council of NTOs highlighting recent strategic developments with Modern Apprenticeships.

In addition, the group will present a series of conferences and workshops to promote and highlight best practice and deal with issue of specific concern to colleges.

Further information about the group is available from Martin Dunk at SFEU on 01786 892044.

Email: martin.dunk@sfeu.ac.uk



Martin Dunk from SFEU

Group members

David Adcock	James Watt College
Chris Brown	Scottish Qualifications Authority
Martin Dunk	Scottish Further Education Unit
Georgie Lawrie	Falkirk College
Donald MacLean	Dundee College
Willie McCurrach	Glasgow College of Food Technology
Stuart McKenna	Scottish Council of NTOs
Chris Merry	Kilmarnock College
Brian Morgan	Aberdeen College
Mark Newlands	Scottish Enterprise
Alan Roseweir	Stow College
Maria Roushias	Reid Kerr College
Kathleen Taylor	Fife College
Ian Wason	Scottish Qualifications Authority
Phil Watson	Edinburgh's Telford College
Rosemary Whelan	Scottish Executive
Angus MacLeod	Inverness College

Scottish Modern Apprenticeship Frameworks available at 1 January 2002.

All Scottish Modern Apprenticeships are endorsed by MAIG (Modern Apprenticeship Implementation Group) which comprises of representatives from Scottish Enterprise, Highlands & Islands Enterprise, Scottish Executive, Scottish Council of NTOs, Local Enterprise Companies, Scottish Qualifications Authority (Accreditation), DfES and the Careers Service.

Framework documents – which explain how each apprenticeship works and the mandatory and optional outcomes which apply – are available directly from the NTO contacts given below.

Up to date information on all Scottish frameworks is available at the MASCOT web site: www.mascot.uk.com

Framework	Last updated	NTO	Telephone
Accounting	November 1996	Scottish Council of NTOs	0131 226 7726
Agricultural and Commercial Horticulture	June 1998	Lantra NTO	02476 696996
Agricultural and Garden Machinery	February 1996	Lantra NTO	02476 696996
Amenity Horticulture	April 1997	Lantra NTO	02476 696996
Animal Care	August 1998	Lantra NTO	02476 696996
Arts and Entertainment	February 1998	METIER	01274 738800
Aviation	July 1998	Aviation Training Association	01494 445262
Beauty Therapy	September 2001	Hairdressing & Beauty Industry Authority	01302 380000
Broadcasting and Media	March 2001	Skillset	0207 534 5300
Builders Merchants	October 2000	Distributive NTO	01452 612516
Business Administration	October 1999	Council for Administration	01592 861333
Call Handling	September 2001	e-skills nto	0207 963 8920
Chemical Manufacturing & Processing	October 1995	Chemical Manufacturing & Processing NTO	0207 8343399
Cleaning Management	February 1999	Cleaning Industry NTO	01604 645731
Clothing and Apparel Manufacture	October 1996	CAPITB Trust	01294 550162
Construction	October 1998	Construction Industry Training Board	0141 810 3044
Corrugated Packaging	April 1998	Print & Graphic Communication NTO	0207 915 8300
Craft Bakery	May 1996	Bakery Training Council	0131 229 1401
Customer Service	June 2000	Institute for Customer Service	0120 657 1716
Early Years Care and Education	July 2001	Early Years NTO	01727 738300
Electricity Supply and Distribution	July 2000	Electricity Training Association	0207 965 5700
Electrotechnical	February 1999	National Electrotechnical Training	0131 445 9225
Engineering	January 2001	Engineering & Marine Training Authority	0141 566 1860
Engineering Construction	January 2002	Engineering Construction Industry Training Board	01923 402 113
Environmental Conservation	February 1998	Lantra NTO	02476 696996
Floristry	June 1997	Lantra NTO	02476 696996
Food and Drink Manufacture	May 2001	Food and Drink NTO	0207 420 7137
Forestry and Arboriculture	March 1998	Lantra NTO	02476 696996
Furniture Manufacture	November 2000	Furniture, Furnishings & Interiors NTO	0115 922 1200
Gas Industry	January 2000	Gas and Water Industries NTO	01572 587805
Glass Industry	August 1997	Glass NTO	0114 266 1494
Hairdressing	September 2001	Hairdressing and Beauty Industry Authority	01302 380 000
Health & Safety	January 2001	Employment NTO / Scottish Council of NTOs	0131 226 7726
Health & Social Care	May 1998	Scottish Council of NTOs	0131 226 7726
Heating, Ventilating, Air Conditioning and Refrigeration	January 2000	Engineering Services Training Trust Ltd	0191 490 3307
Horse Industry	May 1997	Lantra NTO	02476 696996
Hospitality	April 2001	Hospitality Training Foundation	0131 624 4040
Housing Management	May 1997	Housing Potential / Scottish Council of NTOs	0131 226 7726
Information Services	November 1998	Information Services NTO / Scottish Council of NTOs	0131 226 7726
Information Technology	February 2001	e-skills nto	0207 963 8920
Insurance	May 1998	Financial Services NTO	0207 260 3742
International Trade	May 1998	Management Standards Centre	0207 240 2826
Jewellery, Silversmithing & Allied Trades	July 1999	Engineering & Marine Training Authority	0121 237 1109
Laboratory Technicians in Education	January 2000	Science, Technology & Mathematics NTO / Scottish Council of NTOs	0131 226 7726
Management	April 1998	Management Standards Centre	0207 240 2826
Meat Industry	May 1996	Meat Training Council	01908 231 062
Motor Vehicle	November 2000	Motor Industry Training Council	0131 225 3643
Museum, Gallery and Heritage	July 1997	Cultural Heritage NTO / Scottish Council of NTOs	0131 226 7726
Newspaper Journalism	January 1996	Publishing NTO	0131 220 4353
Oil and Gas Extraction	September 2001	Offshore Petroleum Industry Training Organisation	01224 787823
Operating Department Practice	September 1998	Healthwork UK / Scottish Council of NTOs	0131 226 7726
Paper and Board	February 1996	Paper Education and Training Council	01793 886086
Passenger Transport	July 1999	Transfed	01923 896607
Personnel Support	September 1998	Employment NTO / Scottish Council of NTOs	0131 226 7726
Pharmacy Technicians	January 2000	Science, Technology & Mathematics NTO / Scottish Council of NTOs	0131 226 7726
Photography and Photographic Processing	April 2001	Photo Imaging NTO	01392 671658
Plumbing	January 1996	British Plumbing Employers Council	0131 225 2255
Polymer Processing	July 2000	Polymer & Associated Industries NTO	01952 587 020
Printing	July 2000	Printing & Graphic Communication NTO	0131 220 4353
Procurement	September 1998	Management Standards Centre	0207 240 2826
Providing Financial Services	September 2001	Financial Services NTO	0207 260 3742
Rail Industry	October 1999	Rail Industry Training Council	0207 313 1035
Residential Estate Agency	July 1999	Property Services NTO	01392 423 399
Retail Distribution	March 2000	Distributive NTO	0145 261 2516
Road Haulage & Distribution	September 2001	Road Haulage & Distribution Training Council	01908 313360
Sea Fishing (Catching)	October 1997	Sea Fish Industry Authority	01482 327 837
Security	July 1999	Security Industry NTO	01905 20004
Signmaking	September 1998	Polymer & Associated Industries NTO	01952 587 020
Sport & Recreation	January 1997	NTO for Sport, Recreation & Allied Occupations	0141 331 8484
Telecommunications	May 2001	e-skills nto	0207 963 8920
Textiles	May 2000	National Textile Training Organisation	0162 382 5500
Travel Services	March 1997	Travel, Tourism & Events NTO	01932 345 835
Warehousing and Distribution	February 1998	Distributive NTO	0145 261 2516
Water Industry	January 2000	Gas and Water Industries NTO	01572 587805