

**CURRICULUM VITAE of:**

**David Terence Roffe. CMIOSH. Dip'OSH /FRSPH**  
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**INTRODUCTION**

An experienced, flexible and creative Professional Director of Health, Safety Environment & Assurance with an extensive knowledge of occupational health & safety issues, this combined with technical, engineering and managerial skills along with hands on approach, with a high level of commitment to the role.

A good working knowledge of all management systems, ISO 9001, 14001& 18001. Computer literate,

Having been employed in the Health & Safety field for some 27 years, and working within the Construction Industry for some 39 years. Initially trained as a Joiner, (A time served apprentice qualified to City & Guilds standard 585/3 & 4) and at the age of 26 moving into a Contracts Management position, with overall responsibility for various types of Civil, Engineering, & Building projects, which have included Regional, Corporate, & contract direct reports.

Specialist knowledge area of Occupational Health having advised "*Highways Industry*", *Tarmac*, *Carillion*, *Amey*, *Kier Highways*, & *EM Highways Services*, on various Occupational Health issues. I have also lead on a specific Occupational Health project in conjunction with the Health & Safety Laboratory (HSL) within the Highways sector.

I am the ex officio Chairman for the HTMA Safety Forum - National Industry Safety Forum having completed 3 years in office.

Previously approved NEBOSH National certificate examiner,

Approved BVQI Lead Auditor for 18001 OH&SAS,

Top-Set trained- Senior/ Lead accident investigator.

Trained, & Lead investigator in protocols for "Legal, Privileged & Confidential Investigations"

**Personal:**

Date of birth: 12th May 1961. Aged 55, married with two adult children, full, driving licence. Tee total.

**CAREER PROGRESSION**

**Roffe Health, Safety & Consultancy Ltd** - Commenced trading April – 2017

Appointed onto OSHCR- National Consultancy Register- April 2017

All aspects of Health Safety Consultancy undertaken- as per working 27 years of Senior Health & Safety Experience

*Work Sabbatical- taken from July 2016- March 2017*

**Kier Highways/EM Highways Services Limited –Professional Head of Health, Safety & Environment Manager – November 2013- July 2016-**

Up until July 2016 I headed up the SHE department within the Kier Highways (formerly EM Highways) Business.

*During my time in position, beneath are detailed examples of projects through commencement to completion.*

- Developed a suite of safety inductions to be delivered to all personnel working for and with EM. The nature and depth of induction are factors to be considered and organising schedules proportionate to the risks the employee will face day-to-day
- Completed a full review, re development of, & implementation of HSMS ((Health & Safety Management System) across the business, delivered in line with Business expectations, including all the associated documents, rolled out & engaged with all levels of the organisation
- Overseen & Investigated all types of Accidents- Both work related & members of the public, producing detailed reports & Root Cause analysis.
- Developed & recruited a SHEQ Team & additional members, creating a Team ethic approach.

- Reviewing all incident data on a weekly basis and monitor the close-out of the investigation status and all required actions, including root causes
- Led & Investigated Under "Legal & Privileged" 6 Major Danger Occurrences- relating to Service Avoidance
- Represented "EM/Kier highway services Ltd" Business within the Highways England Major Projects Community In conjunction with the Health & Safety Executive.
- Provide SHE advice at local projects within the communities in which we work
- Developed SHE information courses for operational staff as part of CPD requirements
- Support bid submissions where necessary; help prepare tenders- Including the Collaborative Delivery Framework
- Implemented a New set of Protocols & procedures for the management of Occupational Health  
Previously seconded 2.5 days per week to Highways England as part of the Client Major Hub Community.

#### **August -08 – Amey Local Government Highways /Facilities Management – November 2013**

**HSEA Director - Amey Local Government-** within Amey the Local Government & Highways division accounts for 35% of the 3 divisions & employs over 5000 employees & 2000 plus Sub-contractors.

The current annual T/O for Local Government is more than £500 million.

Overall responsibility for all aspects of HSEA within the Local Government Division of Amey which includes divisional control for Highways Maintenance, Street Lighting, & Facilities Management covering both Hard & Soft Facilities Management. In this role, I had 6 direct reports & 14 functional reports, Represented Amey at Executive/Director level in conjunction with the Highway Agency, Health & Safety Executive, Environment agency & Dept. of Transport.

Supported numerous contracts within the Roads Maintenance/Projects Industry, both Highway Agency & Local Authority, these include TMCs, DBFOs & MACs and having covered all operational areas/issues from a Highway Agency & Local Authority perspective.

Approved by the Highway England for various roles of Senior/Head of Health & Safety roles.

Supported Highways England on development of their HSMS & Management systems on contracts covering Roads maintenance, projects & street lighting contracts.

Full working knowledge & procedural requirements for Hard & Soft Facilities management within the educational/maintenance sector, including all aspects of "electrical requirements for street lighting" both capital expenditure & long term maintenance requirements.

#### **Carillion Roads /Infrastructure/Transport**

**From Feb 2007 – July 2008 Group IMS (Health & Safety) Manager (Annual T/O circa of =£300 + million).**

##### **From 2000-2006**

Previous Roles of Professional Head of Health & Safety, Senior/Regional /IMS/Manager Health & Safety Advisor for Carillion Highways" Maintenance Business, covering all aspects of HSEQ management the four key disciplines of health, safety, environment & quality

##### **1994 to 2000 – National Health & Safety Manager**

Reporting directly to the Managing Director and board of directors, with Tarmac Top Mix Ltd (ready-mix concrete division of Tarmac Heavy Building Materials) a multi-site concrete manufacturer with about 950 directly employed staff and 600 indirectly employed personnel across 240 locations within the UK covering all aspects of H&S management. In this role, I had direct interface with clients, contractors & interested parties, on multi million pounds, high profile and prestigious contracts that include, Canary wharf, Jubilee Line, Queen Elizabeth Exhibition centre, Teesside Barrage, Newbury Bye Pass and All Major British airports developments with British Airways.

##### **1990-1994- Carmalor Construction; Health Safety and Quality Advisor /Contracts Manager,**

Providing all aspects of Health, Safety, & training advice. Implemented Quality Management system (BS 5750) along with Organising, Managing of Construction Contracts. **From 1990 – 1984-** employed as a Joiner/ Foreman of contracts.

##### **1984-1982- A.G. Straw (Local Small Builder) - Employed as A Joiner.**



**1976-1982 -C G Rhodes** –Employed as Time served apprentice Carpenter & Joiner

**Summary of key achievements**

- Significant Accident reduction in five separate companies
- Reduction in Accident Frequency Rates (Year on Year) within Highways maintenance business.
- Carried out an extensive Health and Safety programme of training for all levels of management.
- Developed a partnership arrangement with the Health & Safety Laboratory & Carillion PLC. (HSL- sub agency of the Health & Safety Executive)
- Successful Mobilisation & delivery of PFI, MAC, TMC & DBFO contracts including Highways Agency & Council, including both Sheffield & Birmingham PFIs.
- Carried out 12-month research project-with HSL reference Health needs analysis.
- Organised and programmed extensive Occupational Health and Safety Surveillance Programmes within 3 organisations (including Tarmac & Carillion) covering all aspects of Occupational Health involving over 15000 employees.
- Extensive knowledge of Occupational Health Issues including techniques for control/compliance/risk reduction
- Represented both Carillion & Tarmac at national level with the. HSE, Highway Agency, Dept. of Transport, Environment Agency, and National interest groups representing Roads Maintenance.
- Developing Target Zero Ac2E workshops specific delivery in conjunction with Carillion Plc., in conjunction with Carillion Director for Health Safety & Sustainability.
- Developed programmes Stress/Psychological awareness linked to specific approaches to Behavioural Based Safety.
- Raised profile of effects of work through psychological profiling & personal behaviour patterns.
- Driving & leading the development of a Company Safety Culture, based around employee engagement.
- Representing the company at legal court hearings- Both Magistrates and Coroners court.
- In conjunction with Ready mixed concrete (Quarry Products Association) sat on a National Interest group on Silo over Pressurisation Chaired by the Health and Safety Executive. In conjunction with the drafting Committee producing Guidance for the Industry.
- Judging and Assessing the Quarry Products Annual Safety Competition
- In 1999 the Industries Annual Independent Safety awards under my guidance, one was Winners and 2<sup>nd</sup> Placed highly commended.
- In 1996 the Yorkshire Area within Tarmac with my involvement Achieved 1<sup>st</sup> Place in the QPA Safety Competition.

**My past responsibilities have included:**

- Producing: Company Safety Policy & Strategy, implementing and revision.
- Compiling Accident/ Incident Statistics for all aspects of the business groups validating & challenging outcomes.
- Advising all levels of Management, including Board level directors, and the workforce of Legal requirements and Company Standards. & representing the organisation without the Court Framework & Legal protocols.
- Working in conjunction with the Estates Dept. on Various Construction based projects covering: Civil Engineering, Demolition, Electrical, Designing of New Installations, Reconstructing and General Plant upgrades. Advising and controlling onsite involvement of all in house and External Based contractors.
- Devising, implementing and monitoring Health Surveillance Programme in conjunction with external Health care organisations.
- Involvement with Enforcement organisations including Health and Safety Executive, Environmental Health, Highways Agency, National Interest working groups, and various other Government bodies.
- Carrying out Health and Safety Inspections, Audits, and Pre- Commissioning/ Construction Inspections on all Ready Mixed Concrete Plants, Laboratories, Offices, Depots, Fleet Provision & Mechanical Workshops/ Garages.
- Performing and completing Risk & COSHH assessments, Method Statements, Noise Surveys, and Routine Dust Sampling.
- Drafting and printing of Company Newsletter, Safety alerts and distributing of Information for All employees
- Advising @ Board level (PLC) Occupational Health Programmes & Compliance with OHH legislation.
- Writing of Policy & Procedures documentation for 18001, 9001 & 14001 accreditation.

**Qualifications & Courses attended**

1996 (June)	<b>NEBOSH Diploma-</b> North Nott's College
2010 (April)	<b>Kelvin Top Set -</b> Lead Accident Investigator

2001 **OHSAS-18001** certificated BVQI Lead Auditor

(November)

1995 (Sept) **Workplace Noise** Competency I.O.S.H. Certificate, Institute of Acoustics Approved

1995 (June) **I.O.S.H.** Competent Manual Handling Assessor.

1993 (Dec) **NEBOSH Certificate in Construction** Safety and Health, North Notts. Technical College.

1993 (June) **NEBOSH Certificate in Occupational Safety and Health**, North Notts. Technical College.

1980 (June) City and Guilds in Carpentry and Joinery, Newark Technical College.

1982 (June) Advanced Craft Certificate Carpentry & Joinery Newark Technical College

1970 - 1976 8 CSE s in Various Subjects Minster Comprehensive School, Southwell, Notts.

COURSES Attended include;

IOSH Accident investigation, Environmental Awareness (x 3), Various Behavioural Based safety courses x4, B Safe (3-day Behavioural based safety programme), Stress management programmes, Medical Ethics' & Fitness for work. Lloyd's 2 day 14001 awareness. Various 2-days LANTRA accredited Traffic management courses. COSHH awareness, First Aid, Fire Safety, Scaffold Inspection Competency, IOSH Legislation /legal updates, Woolf reforms, Presentational Skills, Introduction to management (Part 1 & 2)., Portable Appliance safety & testing, 3-day Senior "Top-set" accident investigator.

3-day Temporary Works Co-ordinator, New Roads Street Work Act Awareness, Safe use of CAT & Genny. Driver Awareness.

Computer Skills in Microsoft office -Word, Power point, Exchange, Excel, Outlook and Windows 95

Mac IOS v 10.

#### **MEMBERSHIP OF PROFESSIONAL BODIES**

**CMIOSH;** Corporate Member of the Chartered Institute of Occupational Safety and Health.  
(Through Qualification Dip.OsH) Since 1994

**Chartered:** Health & Safety Practitioner- *previously RSP Registered Safety Practitioner Since 1996*

**Fellow:** of the Royal Society of Public Health.

**EMAIL Address** [davidroffe882@btinternet.com](mailto:davidroffe882@btinternet.com)- **References** *available on request*