

MARK SMITH

CMIOSH, IMaPs, EurOSHM, DipNEBOSH



“Exceptional service delivery through the provision of competent occupational health and safety advice, guidance and support for clients is essential”

CORE SKILLS

1. Provision of ‘competent person’ role as required by the Management of Health and Safety at Work Regulations 1999.
2. Health and Safety legislation and practical implementation.
3. Occupational Health and Safety Management Systems.
4. Continuous improvement in occupational health and safety management for organisations and clients.

ROLE ON THIS PROJECT

- Occupational Health and Safety (OHS) Lead

POSITION

- Associate Technical Director

QUALIFICATIONS

- NEBOSH Diploma in Occupational Health and Safety (Level 6)
- NEBOSH Diploma in Occupational Safety and Health (Part 1) - Credit
- NEBOSH General Certificate in Occupational Health and Safety - Credit
- NEBOSH Certificate in Construction Health and Safety - Credit
- NEBOSH Certificate in Fire Safety and Risk Management

Suitability to the Role:

Mark joined Arcadis in 2018; possessing over 20 years’ experience of delivering occupational health, safety, and environmental management solutions across a diverse range of public and private sector environments such as; local government, education, clinical, manufacturing, power generation, water treatment, construction, highways, supply chain, and facilities management.

A Chartered Safety and Health Practitioner (CMIOSH), European Occupational Safety and Health Manager, (EurOSHM) and Incorporated Member of the Association of Project Safety (IMaPs) with a history of delivering culture change, accident and incident reductions and improved performance whilst ensuring the health, safety, and welfare of persons and zero harm to the environment.

Currently progressing Fellowship application with Institution of Occupational Safety and Health to gain CFIOSH Membership.

Registered Occupational Safety and Health Consultant, IOSH Peer Review Panel Member and Chair of the North East Lincolnshire Safety, Health and Environment Group (NELSHE).

Commercially focused and business orientated, with the ability to deliver year on year savings and income generation from HSE statutory functions. Delivering legislative compliance in a personable and collaborative manner.

Possessing strategic health and safety management experience, covering large, diverse single and multiple sites, (UK, Europe, and North America) with extensive experience of developing, implementing, and auditing of BS OHSAS 18001 and ISO 14001 Management Systems, supported by IRCA Certified Internal and Lead Auditor Training.

Relevance of Experience:

Apr. 2016 – Nov. 2018 **Head of Occupational Health and Safety
Northern Lincolnshire Business Connect.**

Leading OHS functions across multiple sites and services (500+) at both North and North East Lincolnshire Councils (Shared Services). Supporting and influencing senior management via delivery of health and safety assistance/competent person role. Delivering continuous improvement whilst ensuring the health, safety, and welfare of over 9,000 employees so far as is reasonably practicable. Supporting an extremely diverse range such as; neighbourhood services, construction, architectural consultancy, leisure and catering, energy from waste, customer access, legal, asset and facilities management, education, safer communities, emergency planning, highways, and transport. Provision of competent person role across several external service level agreements within the public and private sector (further 6,000 employees), including asset and facilities management, education, utilities, power, highways, infrastructure, and logistics organisations.

- Day to day management and development of both occupational health / health and safety (OHS) professionals working across multiple locations and diverse working environments within public/private sector organisations. Including direct budget management responsibilities for >£800k
- Research and analysis of organisational needs; developing strategy and plans to deliver legislative compliance, reduction of injuries, harm and losses whilst delivering continuous improvement in OHS management.
- Design, development, and implementation of OHS management systems focussing on BS 18001:2007 standard requirements. Monitoring performance whilst overseeing success across short, medium, and long terms.
- Design, development and implementation of bespoke accident / incident reporting and investigation system for both organisations. Standardisation, analysis and reporting of proactive and reactive metrics to monitor OHS performance across both authorities.
- Standardisation of health and safety training delivery packages (face to face /eLearning) to assist with improvement of employee and management competencies.
- Provision of Client and CDM Advisor functions to assist with ensuring the safe design and delivery of construction, demolitions and refurbishment projects.

Major Achievements:

- Winner of the RoSPA Public Services and Local Government Sector Awards for Occupational Health and Safety Management in both 2017 and 2018.
- NELC Top 3 shortlisted nominee for the RoSPA Sir George Earle Trophy in 2018 (prestige award across all sectors).
- Design, set up and implementation of new online Accident/Incident Reporting and Investigation System to improve administrative and management issues whilst improving quality of reporting (NLC).
- Development and roll out of Monthly OHS Reporting System to improve data analysis, information, and communications across all levels of the workforce and management (NLC).
- Increased external traded services resulting in income generation across services; achieving of £250k per annum.
- Internal Organisation Award Nominee “Manager of the Year 2016” (NELC).
- Internal Organisation Award Nominee “OHS Team – Support Service of the Year 2017”.

- Internal Organisation Award Nominee “Leader of the Year 2017” (NELC).
- Achieved 92% reduction in Employee Injuries and Ill Health and 98% reduction in Employee RIDDOR Reports from 2010 to 2018 as an outcome of continuous OHS improvement and culture change (NELC).

July 2011 – Oct. 2018 **Director / Health, Safety and Environment Consultant**
Safe Systems (UK) Limited.

Managing Director delivering the Health and Safety Assistance/Competent Person role as required by the Management of Health and Safety at Work Regulations 1999 to a range of public and private sector clients covering; facilities and asset management, construction, highways, infrastructure, leisure, catering and retail, education, process, manufacturing, warehousing, distribution, and logistics sectors. Providing cost effective health, safety, and environmental solutions across a range of areas including but not limited to; strategy, policies, procedures and supporting documentation, assessments, audits, inspections, health and safety training, fire management, HAVS/Noise monitoring, surveys, and solutions, CDM compliance, including construction phase plans, health and safety files.

Aug. 2009 – Mar. 2016 **Occupational Health and Safety Manager**
North East Lincolnshire Council, (NELC).

Leading a team of health and safety professionals, internal audit team and occupational health services supporting 3,000 internal employees across multiple sites and services including but not limited to; environmental services, health services, construction, material reclamation facility, architectural consultancy, neighbourhood services, customer access, legal, planning, facilities management, education, safer communities, specialist health promotion, emergency planning, highways and transport.

Improving performance, statutory compliance and delivering continuous improvement and culture change via strategic management, competent advice, and guidance along with full OHS Management System ownership. Development, implementation and monitoring of policy and procedures, risk assessment support, risk management, internal audits, inspections, health surveillance, behavioural safety monitoring, training programmes, accident, and incident investigations, including root cause analysis. CDM-Coordinator/Advisor function for new build, refurbishment and demolition projects, project management and board support. Recruitment, monitoring and developing a team of OHS professionals, budget management, Permit-to-Work (PTW) authoriser, provision of emergency response, supporting COMAH exercises in liaison with Humber bank plants, public and emergency services. Analysis of pro-active and reactive OHS performance, production of reports and communications to raise awareness and identify areas for improvement. Chair corporate meetings, building and maintaining excellent working relationships and networks internally and externally with clients, Health and Safety Executive, Environment Agency, and Emergency Services.

Major Achievements:

- Set up and implementation of full OHS Management System in line with BS OHSAS 18001:2007.
- Delivered 81% reduction in Employee Injuries and Ill Health and 90% reduction in Employee RIDDOR Reports between 2010 and 2016 as an outcome of continuous OHS improvement and culture change.

- Delivered significant savings via improved investigations and litigation defence; £1.14 million in 2009/10 versus £2,300 in 2014/15, (100% employee litigation defence for 2 successive years).
- Attainment of RoSPA Gold Achievement Awards for OHS Management 2011 to 2015.
- Attainment of the RoSPA Gold Medal Award for OHS Management 2016.
- Set up health and safety training packages and schedule, delivering increased awareness across all areas of the organisation, (delivering to 2,000 employees per year).
- Developed external traded services resulting in income generation of £200k p/a.
- Internal Organisation Award Winner “Outstanding Team Performance 2012/13”, (OHS Team).
- Internal Organisation Award Nominee “Manager of the Year 2013/14”.

**Aug. 2005 – Aug. 2009 HSQE Systems and Training Manager and
Regional HSE Advisor Roles (UK and Europe)
Ondeo Industrial Solutions.
ConocoPhillips ICHP Plant.**

Ondeo Industrial Solutions deliver water, wastewater, and environmental solutions to customers across the UK and Europe, predominantly covering operations, maintenance, tank farm management, chemical dosing systems, laboratory support and projects within oil and gas, manufacturing, and power generation industries.

Ownership of Health, Safety, Quality and Environmental Management Systems, monitoring their effectiveness and ensuring optimisation to meet the needs of both the business, ISO 9001, ISO 14001, and BS OHSAS 18001 standards. Coordination of internal and external audits teams whilst promoting the concept of continuous improvement. Providing HS&E responses for pre-qualifications, (tender evaluations and audits); interfaces with clients and contractors. Information collation, reporting, trend analysis to provide focus and reduce the potential for harm to people or the environment. Creation, management, and implementation of companywide HSE procedures, systems, and training initiatives. Provision of competent HSQE advice and guidance on all matters pertaining to contracts covering; ConocoPhillips ICHP, the Humber, Chevron Texaco, and Grangemouth Refineries along with the Seagate Facility in Northern Ireland.

Extensive experience of inspections, behavioural safety, internal audits, and reports. Development of company and local policies, procedures, plans, safe systems of work, HSE training and assessments. Leading and assisting in HSE focus groups, committees, and investigation teams.

Major Achievements:

- Achieved Zero Accidents and Environmental Breaches for 2.5 years (April 2008).
- Sustained certification to BS OSHAS 18001, ISO 9001, and ISO 14001 standards.
- Attained RoSPA Occupational Health and Safety Gold Awards in 2006, 2007 and 2008.
- Implementation of company-wide training, HSEQ databases and near miss reporting system.
- Delivered £45k savings via implementation of companywide PPE Management System.

Mar. 1993 – Aug. 2005 **Safety and Training Coordinator, (1998 to 2005)**
Process Operator, (1993 to 1998)
Kimberly Clark – Europe Ltd.

Provision of health and safety advice and support on legislative compliance, investigation and follow through of Accident / Incidents, conducting and reporting on workplace audits/inspections. Maintaining, developing health and safety systems, analysis of trends and liaison with all departments for facilitation of corrective actions. Extensive experience in assessments, writing safe systems of work, formulation, and delivery of training programmes. Controlling work activities through PTW, monitoring, and reporting on health and safety activities and performance within the plant.

Process Operator; responsible for the 24hr operation of the fully automated FMCG process machinery including monitoring, process control, quality, troubleshooting, setting, and reporting on KPI's, control/organisation of paperwork and maintenance tasks. Coordinating technical resources regarding productivity waste and delay whilst maintaining process health. Experience of Process Check-Out (PCO), start up and shutdown procedures.

Major Achievements:

- Set up and implemented full Operations Safety Manuals to 4 internal departments at Barton Plant. System adopted at Barrow in Furness, (UK) and Jaromer, (Czech Republic) Plants, covering lockout, SSoW and OJT's.
- Set up training records and matrix for all departments ensuring 100% completion.
- Improved accident and incident investigations and near miss reporting completion rates to 100%.
- Reduced Total Accidents from 313 in 1999 to 98 in 2003 (LTA rate reduced from 13 to 1 in 2003), upon leaving company; 650 days LTA free in 2005.
- 12-month relocation to USA (Wisconsin) providing Research and Development support for new processes prior to global rollout.

EDUCATION and QUALIFICATIONS:

- NEBOSH National Diploma in Occupational Safety and Health (Level 6).
- NEBOSH National Diploma Part 1 in Occupational Safety and Health – Credit.
- NEBOSH National Certificate in Occupational Safety and Health – Credit.
- NEBOSH Certificate in Fire Safety and Risk Management – Credit.
- NEBOSH National Certificate in Construction Health and Safety – Credit.
- ILM Diploma in Leadership and Management, (Level 5).
- IOSH Safety for Senior Executives.
- Project Management for Project Managers Course.
- IRCA Certified: OHSAS 18001 Lead Auditor Course.
- IRCA Certified: OHSAS 18001 Internal Auditors Course.
- Management of CDM Coordination Course, (APS Accredited).
- P405 Proficiency Certificate in the Management of Asbestos in Buildings.
- CIEH Professional Trainers Certificate.
- IOSH Hand Arm Vibration Risk Assessment and Management Course
- Introduction to OHSAS 18001, ISO 14001, and ISO 9001 Courses.
- IOSH Managing Environmental Responsibilities.
- Integrated Management Systems, (IMS): Internal Auditors Course.
- Diploma in Information Technology, City and Guilds.
- NEBSM Management Certificate, (Level 3).
- Mechanical Engineering Manufacturing Maintenance.
- Process Plant Operation 060, City and Guilds - Distinction.

ADDITIONAL COURSES:

- Occupational Health and Safety Management Systems (BS OHSAS 18001:2007)
- Highways Safety Management
- CDM Knowledge and Understanding
- Emergency First Aid at Work Certificate
- CDM 2015: A Clear and Concise Explanation
- Stress / Mental Health Workshop
- Managing Aggressive and Challenging Behaviour
- Emergency Response Team Member, (ERT)
- Safe Management of Scaffolding Operations
- Accident and Incident Investigation Training
- Influential Communication and Conflict Resolution
- Behavioural Safety Auditing Course, (ConocoPhillips - PUMA)
- Stress Awareness Training for Managers
- Internal Quality Systems Auditing Course
- Controlling the Risk of Legionnaires Disease
- Quality Systems International (QSI) Trainer
- IOSH Control of Substances Hazardous to Health, (COSHH) Assessors Course

MEMBERSHIPS:

- Chartered Member of the Institution of Occupational Safety and Health (CMIOSH)
- Incorporated Member of the Association of Project Safety (IMaPs)
- European Occupational Safety and Health Manager, (EurOSHM)
- Occupational Safety and Health Consultants Register, (OSHCR) – Registered Consultant
- LinkedIn and recommendations available via, <http://uk.linkedin.com/pub/mark-smith/4b/a8/184/>