



MARILYN D SMYTH

Specialist Employee Relations & Dispute Resolution Consultant

CHARTERED FELLOW CIPD: FINSTLM: MISM: FILAM :

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Personal Profile:

Marilyn has many years' experience of strategic and high-level human resources management, before becoming a specialist consultant. She is a consultant to around 60 Local Authorities, Central Government Office, NHS Trusts, Police Commissioners, Fire Services, small and large businesses, and national charities.

Marilyn is an established and applied consultant for over 23 years, who is a specialist employment investigator; having conducted over 460 investigations covering the full variety of employment issues e.g. whistleblowing, grievance, discipline and bullying & harassment, safeguarding, public complaints, as well as all forms of discrimination.

Marilyn is a qualified mediator and until recently, a practising Employment Tribunal Member, and is therefore up-to-date with current employment legislation, and is trained to the highest level by the Judiciary. Marilyn was the HR and Safeguarding Governor for Passmores Academy Trust.

Marilyn's clients particularly respect her ability to forge relationships with internal colleagues.

Marilyn is highly enthusiastic and has excellent interpersonal skills.

Employment History

MANAGING DIRECTOR (EMPLOYEE RELATIONS CONSULTANCY)
AUGUST 2003 TO DATE

MAKING A DIFFERENCE
7 BELL YARD
LONDON WC2 2JR

HEAD OF ORGANISATIONAL DEVELOPMENT
JULY 1996 TO 31ST JULY 2003

WALTHAM FOREST EDUCATION AUTHORITY
(THEN EDUACTION WALTHAM FOREST LTD)
Education Centre, Queens Road, E17 8QS

BRANCH & PERSONNEL MANAGER
JULY 1982 TO JUNE 1996

JOHN CRILLEY & SON
109 Snakes Lane, Woodford Green, 1G8 0EE

**LEGAL ACCOUNTANT/
ASSISTANT OFFICE & PERSONNEL MANAGER**
JULY 1970 TO MAY 1982

HENRY BOUSTRED & SONS
Solicitors
18 Highgate High Street, London N6 5JY

Appointments

MINISTRY OF JUSTICE (FROM 2005)	Wing Member of Employment Tribunals
EAST LONDON CIPD	Vice Chair
PASSMORES ACADEMY	Secondary School Governor (HR Specialist)
CIVIL MEDIATION COUNCIL	Member

2008	GLOBIS (OPEN COLLEGE NETWORK)	Employment & Workplace Mediation	Practitioner Cert
2007	CITY & GUILDS	A1 Assessor Training	Fellow ILM
2006	INST. OF LEADERSHIP & MANAGEMENT	Leadership & Management	Certificate
2005	OPP	Myers Briggs Occ. Testing	Level A
2002	BRITISH PSYCHOLOGICAL SOCIETY	Psychometric Testing	Level B
2002	SAVILLE & HOLDSWORTH	Occupational Personality Testing	Assessor
2001	EFQM	Business Excellence	Fellow CIPD
2000	CHARTERED INST. OF PERSONNEL & DEV	HR Management & Dev	Post Grad Dip
2000	EAST LONDON UNIVERSITY	HR Management & Dev	Diploma
1998	INTERNATIONAL NLP TRAINERS ASSOC.	NLP	Certificate
1996	CITY & GUILDS 730	Further & Adult Ed Teachers	ASSOCIATE
1995	CHARTERED INST. OF PERSONNEL & DEV	Personnel	MEMBER
1994	INST. OF SUPERVISION & MANAGEMENT	Management	GRADE B
1993	G.C.S.E.	Psychology	GRADE B
1992	G.C.S.E.	Law	GRADE A
1991	G.C.S.E.	English	GRADE A*
1989	G.C.S.E.	Spanish	GRADE 1 (DIST)
1989	INSTITUTE OF LINGUISTS	Spanish	ASSOCIATE
1980	INSTITUTE OF LEGAL CASHIERS	Accountancy	

Courses (Recent years only)

2019	MINISTRY OF JUSTICE – DISCRIMINATION (EQUALITY ACT) EARLY CONCILIATION
2018	CIPD EMPLOYMENT LAW UPDATE
2017	MINISTRY OF JUSTICE – SETTLEMENT AGREEMENTS
2015	CIPD EMPLOYMENT LAW UPDATE
2014	CIPD EMPLOYMENT LAW UPDATE
2013	MINISTRY OF JUSTICE – EQUALITY ACT TRAINING
2012	CIPD EMPLOYMENT LAW UPDATE
2011	MINISTRY OF JUSTICE – MATERNITY & PARENTAL RIGHTS TRAINING
2010	MINISTRY OF JUSTICE – DISABILITY DISCRIMINATION TRAINING
2009	CIPD EMPLOYMENT LAW UPDATE
2008	MINISTRY OF JUSTICE – RACE DISCRIMINATION TRAINING

Experience – Managing Director of HR Consultancy

Extensive investigating experience – over 460 conducted in 58 local authorities and businesses. (Grievance, Discipline, Whistle-Blowing, Safeguarding, Bullying & Harassment investigations)

Member of Employment Tribunal panels

HR, training and employment law advice to various clients including 15 local authorities, three charities, one national union, one central government office, and large and small businesses

Extensive workplace mediations and mediated exits including “protected conversations”

Stress Risk Assessments - Chairing appeal Hearings - Policy Writing and Review – HR Services

Experience – Investigations in the recent past

- Conducting a sexual relationship during work time with a subordinate
- Senior management gross misconduct – Housing non-compliance involving Regulator
- Historic Sexual abuse by a teacher
- ICT Procurement – Breach of Finance Regulations
- Council Member Code of Conduct Complaint - Bullying
- Grievance against manager Bullying & Harassment
- Grievance – Unfair selection for redundancy
- Disciplinary failure to reveal SOVA info - Safeguarding
- Disciplinary – Gross Misconduct. Threatening to stab his manager
- Grievance against Headteacher - Bullying
- Grievance - Homophobic Discrimination
- Breach of ICT Policy (hacking into manager’s email account and sending false emails)
- Disciplinary - Safeguarding of a vulnerable adult
- Misconduct - Breach of Working Time Directive (Social Worker)
- Illegal Eviction – Housing (Manager)
- Gross Misconduct – Breach Code of Conduct and Employment Contract
- Gross Misconduct: Sexual activities against children resulting in a custodial sentence
- Gross Misconduct – Use of Racist comments - Discrimination
- Gross Misconduct – Abuse of position for financial gain - Whistleblowing
- Gross Misconduct – Failure to safeguard 2 children - non completion of S.47 notices
- Misconduct: Failure to follow reasonable management instructions
- Grievance: Failure to make reasonable adjustments
- Discipline: Serious safeguarding issue running alongside the police investigation
- Discipline of a CEO and ultimate dismissal for bullying and harassment
- Discipline of a Headteacher – Maladministration of SATS, bullying and victimisation
- Gross Misconduct – Sexual abuse by a caretaker on a resident