

Curriculum Vitae

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An aspiring Director seeking suitable opportunities with a wealth of experience in a number of areas in several industries including regulatory compliance (including fraud, anti/money laundering & corruption and Whistleblowing), regulation/law enforcement, IT/Digital, Risk, Strategy/Strategic Planning, Finance, Recruitment, Project Management/Change Management, Corporate/IT/Information Governance, Assurance and Freedom to Speak Up. Industries include Local Authorities, Charity, Financial Services and Healthcare.

Work Experience

Spencer Private Hospitals (parent organisation – NHS) August 2020-Present

Head of Digital Transformation & IG Compliance (Senior Management Team) £55,427 (excluding Bonus)

Lead Freedom to Speak Up Guardian and Lead for Risk Management and Strategy

Geographical coverage: Domestic – Kent and London region with 5 sites including WFH staff

Key achievements: Overseeing 4 key service areas: IT/Digital, Compliance, Risk and Freedom to Speak Up. Implementing a Roadmap of Change Management and Transformation across the business and as part of Board level reporting managing business-wide compliance, regulatory initiatives and relationships to avoid scrutiny from Regulators, transformation of IT and Information Governance operations, complete ownership and drafting of Board approved 3 Year Digital Transformation and Data Compliance Strategy, embedding data privacy by design as per UK GDPR, implementation and management of a contract with the NHS costing £1m with 150 NHS IT staff, Brexit response, re-launch of policy formulation framework and fiscal savings across my service areas. A key stakeholder in the delivery of the corporate strategy and Vision, lead for Risk Management business wide and reporting to Board on Board level risks. Key stakeholder in the business-wide Strategic Plan, business partnering and income generation. Achieving Cyber Essentials for the first time

As an aspiring Director, Portfolio Holder for all IT and IG Compliance and in effect the Chief Information Officer/Chief Information Security Officer managing on all regulatory requirements around infrastructure, information security, cyber security and digital transformation. Acting as the lead on the developing, embedding and monitoring of an innovative 3 Year Digital Transformation and Compliance Strategy, a crucial role for futureproofing the business whilst avoiding scrutiny/enforcement from UK Regulators. As a key member of the SMT, maintaining responsibility for income generation, establishing a vibrant culture, and building confidence in the future direction of SPH. I led on the complete re-brand of Digital and Compliance operations and brought online a contract with the NHS costing £1m with 150 NHS IT staff. As part of the SMT and alongside the CEO, work on strategic and tactical issues. I also provide assurance as part of the SMT in areas such as regulatory compliance, change management and transformation, audits, ethics, H&S, policy formulation, digital innovation, projects, risk management, operations, and information governance. A senior key member of the several Governance Committees, Horizon scanning and “big picture” intelligence analysis for developments in legislation, policy, case law, best practise and digital opportunities. Advise on risk and how patient and staff rights and freedoms may be impacted through innovation in data protection. I work alongside the SIRO, the DPO and the Caldicott Guardian on DSARs and FOI requests, managing budgets and recruitment. Partake in ISO and Investors in People audits to guarantee 100% compliance, writing regular reports for Board and ensuring a robust statutory regulatory framework is delivered. Submission to a variety of Regulators and KPIs/performance managing my teams and contracted third parties and managing this risk. Managing DPIAs and ROPAs and security questionnaires and embedding good governance throughout SPH through Committees and Working Groups as Chair. Lead for Cyber Insurance, the DSPT and Cyber Essentials certification.

Proximo Group Limited

July 2019-July 2020

Risk and Compliance Manager/Deputy DPO/MLRO (Management Team) £42,500

Geographical coverage: Domestic – UK Nationwide and WFH staff

Key achievements: Managing relationships with Regulators to avoid enforcement action, Compliance Monitoring Plan, Transformation key stakeholder, embedding of data privacy by design and complete rebrand of DPO and Deputy DPO roles. Lead for Risk Management

Working with the Board of Directors in implementing the 3 lines of Defence model and as part of the Management Team whilst supporting the Executive Team and as the Deputy DPO, strategy and vision planning, mitigating risk and ensuring regulatory and legal compliance & assurance and that internal and external standards were met across an umbrella of 3 companies consisting of a Solicitor's Regulation Authority regulated law firm, an Insurance Broker regulated by the Financial Conduct Authority and a vehicle repair business regulated by a trade association. I oversaw the entire caseload of complaints and investigations and

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led on the investigation of all VIP and regulated complaints, e.g., from the FOS or those from an MP. I conducted wide-reaching internal audits, H&S and investigations championing quality assurance and was the lead for policy formulation. I conducted horizon scanning for opportunities, intelligence analysis and implemented strategic mitigation and change management that can be initiated across numerous areas of the businesses through “big picture” thinking as well as leading on business continuity strategy. I led on a far-reaching Data Strategy and provided written reports to the Board and managed our relationships with Regulators. Embedded good governance, legal and regulatory compliance and ethics. With a newly formed Risk Committee, developed the risk appetite within the Business for the first time in its history and ensured a robust risk management strategy with Board level support. Lead for IT project management and delivery.

Charities Trust

December 2018-July 2019

Governance and Compliance Senior Manager/MLRO/Deputy DPO (Senior Management Team) £35,000

Geographical coverage: Domestic – UK Nationwide and WFH staff, International – Worldwide

Key achievements: Re-branding and launch of corporate Risk Register, policy framework progression, Modern Slavery Statement, incorporating enforcement action from the Regulator/case law into operations, strategic planning and Vision mapping for the Board and ensuring compliance to Regulator policy and law

As a Senior Manager and working closely with the Board of Trustees, managing 3 lines of Defence and reporting to the CEO and as the Deputy Company Secretary to embed good corporate governance across a market-leading business managing £100m worth of donations per annum. Led on change management and transformation and ensuring compliance with all relevant legislation including The Charity Governance Code and leading a proactive risk management culture/strategy. Supporting the Board with their strategic plan and Vision, lead investigations officer, social and public policy & strategy development officer, acted as Investigating Officer for the complaints/investigations across the business including domestic and international integrity and investigative programmes, undertaking the role of MLRO, coordinated Whistleblowing practises and complaints, trained all staff on fraud, anti-money laundering, data protection, modern slavery, anti-bribery and corruption, managing a programme of audits, lead on Safeguarding, H&S, modern slavery and human trafficking protocols, led on internal + AML audits. Lead for Know Your Client/Donor (KYC) and Due Diligence practises to ensure compliance with OPBAS guidance and Codes, with a focus on Anti-Money Laundering and Sanctions. Horizon scanning Bills/legislation and [Regulatory Consultations](#).

Cheshire East Council

December 2014-December 2018

Lead Investigations Enforcement Officer, Regulatory Services (Supervisory) £30,000

Geographical coverage: Domestic – Borough-wide and North West region, WFH staff

Key achievements: first person in the history of the Council to manage a Covert Human Intelligence Source (CHIS), line management of a team of Investigators, Judicial Review case and managing large caseload

Showing leadership as the Lead Officer in the Investigations and wider Regulatory Services team, managing the complex crime & civil breaches casework and internal fraud pipeline across the Local Authority including housing, dispute resolution and strategic & vision planning. I undertook my own caseload of investigations as well as managing the Teams' cases, took witness statements, analysed and developed intelligence, gathered evidence through to prosecution and [Licensing Fitness Committees](#), through the Courts to disciplinaries for HR, used open source intelligence and forensic tools, reviewed investigations under the Disclosure rules for criminal prosecutions, undertook inspections, applied for and execution of entry warrants, led on multi-agency operations, Horizon scanning of new legislation, public policy and Regulator and Law Enforcement case law.

The Vale of Glamorgan Council

December 2010-December 2014

Senior Consumer Protection Officer, Regulatory Services (Supervisory) £27,000

Geographical coverage: Domestic – Borough-wide and South Wales region, WFH staff

Key achievements: Tackling illegal money lending and organised crime, intellectual property crime

Caseload of enforcement investigations, worked with the Police, Border Force and Licensing.

Education/Training

Data Protection Officer GDPR – University of Derby – due 2023, Cheshire Police PIP (Professionalising Investigations Programme) Level 1 – February 2017, National Trading Standards E-Crime: Internet Investigations Certificate – January 2016, Chartered Trading Standards Institute: Diploma in Consumer and Trading Standards (50 points) – 2014, UWIC University September - BSc (Hons) in Consumer and Trading Standards – 2010