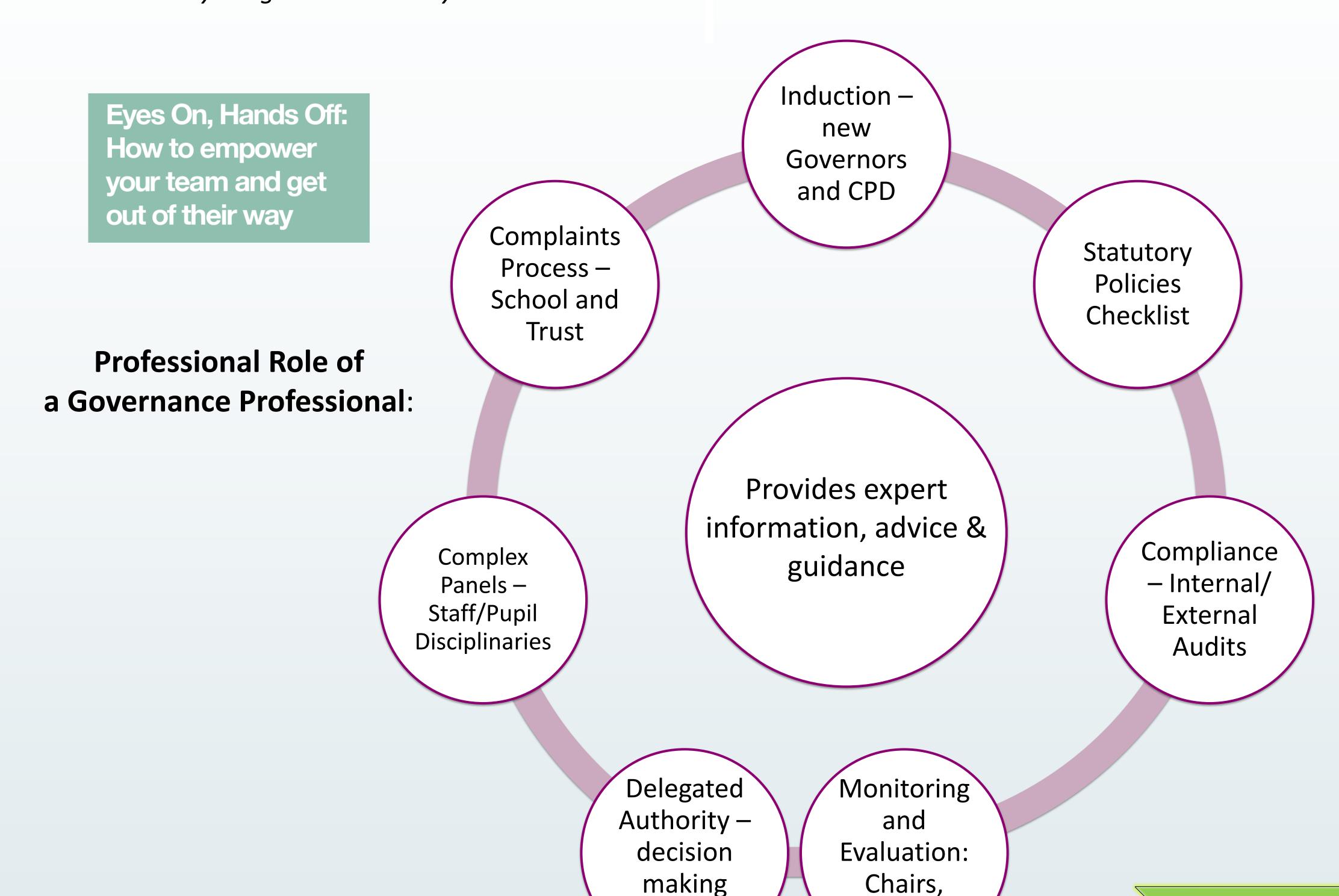


GOVERNANCE PROFESSIONALS ON A PAGE

At Transform we value and invest in our Governance Professionals. They provide an invaluable contribution to the efficiency, effectiveness, productivity and compliance of our different Governing Boards across Governance and Safeguarding. Our Governance Professionals work closely and in partnership with our Chairs and Headteachers to ensure they are focused on their core strategic priorities. They provide expert advice and guidance on a range of statutory duties and other functions and deliver high quality administrative support that makes everything work smoothly.



Governing roles at Transform – the different layers

Trust Board

Steve Cox, CFO and Jill Wilkinson, COO, act in the capacity of professional governance support to our Trust Board, providing a range of advice and guidance on finance and governance. Ruth Palmer is the minute-taker for Trust Board and Committee meetings.

Trust Board Committees

Our Trust Board Committees - Ruth Palmer.

Local Governing Bodies

We will have a team of three Governance Professionals to clerk all our LGBs.

Mary Farmer & Ruth Palmer – Nottingham/Nottinghamshire Sarah Sayer – Derby/Derbyshire and any new schools joining the Trust

Sarah will also be responsible for our Chairs Forum and co-ordinating our training offer.

Transform Guardians (Safeguarding)

We have a number of working groups covering all aspects of safeguarding Mary Farmer is our governance professional for all these groups.

Transform Board





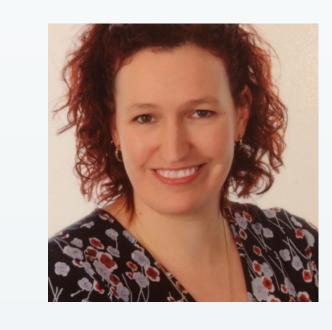
Jill Wilkinson





Mary Farmer

Ruth Palmer



Sarah Sayer

The Supportive Role of a Governance Professional:

The administrative role of a Governance Professional:

Knowledge Giver preparing for meetings: agendas, papers, speakers, minutes, attendance/quoracy, follow up actions, confidential items

Knowledge Owner - access arrangements: building entry, room layout, location, technology, refreshments

processes

Govs

Knowledge Organiser – monitoring framework: meetings, QA reviews, Gov visits, school and trust events

Knowledge Sharer – delegated authority: scheme of delegation, Trust Academy Handbook, Governance Handbook, Trust policy detail

Preparing for Inspection/ Reviews

Keeping Abreast –

local, regional and

national

Ofsted – new inspection framework

DfE/ESFA – Policy

changes

Trust inspection and other external reviews

Trust reviews



Memberships: Governance and Academies NGA, The Key, School Bus, Financial GOV.UK alerts Handbooks

Briefings: Chairs' Forum; Safeguarding

Communication

Networks: Chairs' Forum - termly

CEO HeadsUp – monthly

Governor 1-2-1's

Governor Surveys

Leadership Development Gov Profs involved in all aspects of leadership development

Skills Audit & Analysis

Chairing at Greater Depth

Identifying support – deployment of LLGs