



Job Description: Director of Finance (S151 Officer)

Job Grade: D1 (£103,606 - £115,117)

Job Purpose:

- Lead, co-ordinate and manage the Finances of the Council and those budgets jointly managed with other organisations.
- Act as the Statutory S151 Officer.
- Lead and deliver the financial requirements of the Council's transformation agenda.

Reports to:

Director of Corporate Resources and Reform

Key Accountabilities:

- Ensure that the financial affairs of the Council, including Merseyside Pension Fund, are managed in an efficient, economic and cost-effective manner in accordance with the obligations placed upon the Council under Section 151 of the 1972 Local Government Act.
- Ensure that Members receive information and that they are made aware of contentious matters to enable them both to make decisions and to review these, in order to ensure that the Council achieves its' priorities.
- Be responsible for the Council's strategic financial framework, linking the Wirral Plan, the medium term financial plan and service plans.
- Strategically assess progress in other organisations/companies to ensure that Wirral Council maintains a modern and best practice approach to improvements, including value for money, commerciality and a culture of continuous and ambitious business improvement.
- Develop a pro-active financial strategy that reflects the changing approach to public service funding, identifying future opportunities to develop revenue and planning on self-financing to secure a financially viable future for services to residents.

- Put in place adequate frameworks for financial management in programmes so that the Council can have assurance that its plans will be delivered within budget.
- Provide strategic and professional financial advice to Elected Members and senior officers on all key decisions, to ensure the Council meets its objectives through effective and efficient financial management.
- Ensure effective and efficient management of financial resources to meet statutory requirements and support delivery of the Wirral Plan, in accordance with best practice and the Constitution.
- Lead the corporate financial services function of the Council that encompasses accounting, treasury management, risk and insurance management, internal auditing and VAT and taxation compliance.
- Oversee regulatory and financial reporting ensuring compliance with good governance and financial control.
- Establish, co-ordinate and evaluate financial strategies and ensure the preparation of budgets, forecasts and accounting policies.
- Ensure compliance with the provisions of the Accounts and Audit regulations, Local Government Act 1972 and standards set by the Chartered Institute of Public Finance and Accountancy.
- Ensure the provision of an Internal Audit service.
- Lead on identifying opportunities for maximising income generation.
- Ensure that the Council has effective financial systems in place to ensure prompt billing, efficient collection and proper accounting in respect of all income.
- Manage the budget associated with this post.
- Manage senior managers and officers who report to this post.

Knowledge:

- Full, relevant professional qualification and membership of a professional body recognised by Consultative Committee of Accountancy Bodies (CCAB).
- A detailed understanding of the legal, regulatory frameworks relating to finances.
- Knowledge of 'current thinking' and approaches relating to strategic finances.

Experience:

- Experience in successfully leading the development and delivery of financial strategies in a large complex environment.
- Experience of establishing robust systems for the delivery of effective financial and treasury management.
- Experience of establishing and building effective partnership arrangements.
- Experience of working at a senior level, influencing and advising on strategic finance.
- Experience of supporting transformational change and realisation of financial benefits

Skills:

- Strong interpersonal skills with the ability to negotiate, influence and generate confidence, trust and respect
- A high level of commercial awareness and business acumen
- Ability to demonstrate resilience and flexibility of approach and manage uncertainty and ambiguity for themselves and others.
- Ability to identify and implement effective financial management systems.
- Ability to develop and encourage innovative ideas to drive improvement.
- Ability to identify appropriate financial trends and developments to maximise opportunities and realise improvements and efficiencies.
- Ability to present complex information to a variety of audiences.
- Resilient, tenacious and outcome focussed.
- Ability to respond quickly and innovatively to manage and enhance reputation.
- Political awareness and skills.

Benchmarking

Council:	Title:	Salary (£):
Leeds	Director of Resources and Housing	£137,320
Newcastle	Director of Resources	£100,727 - £113,369
Durham	Corporate Director of Resources	£142,814
Blackpool	Director of Resources	£95 - £100k
Bury	Executive Director: Resources and Regulation	£110 – 115k
Kirklees	Director of Resources	£124,313
Wycombe	Head of Finance and Commercial	£80,000
Southwark	Strategic Director of Finance and Governance	£166,647