



Executive Director of Finance (S151 Officer)

Grade: B03

Reports to: Managing Director

Job context:

Are you ready to make a meaningful impact on one of the most critical periods of Birmingham City Council's future? In a city facing unprecedented financial challenges, Birmingham City Council is seeking dynamic individuals who demonstrate the expertise, determination, and unwavering resilience required to ensure the delivery of vital services to our citizens.

Our city, like many others, is grappling with complex economic realities. We recognise the daunting hurdles ahead, but we also firmly believe in the potential for transformation and progress. The economic pressures underscore the urgency of our mission – to safeguard and enhance the wellbeing of our residents.

The city council needs to remain agile and transformational to meet the needs of its citizens, local communities and government imperatives. For one of the largest local authorities in Europe, employing some 10,000 people, change is the norm and service delivery is critical.

Our Leadership and Organisational guiding principles:

We are helpful

- **Collaborate across teams:** Build trusted partnerships, working collaboratively with others to meet shared objectives
- **Value Diversity:** Recognises the value that different perspectives and experiences bring to an organisation
- **Resilient:** Rebounds from setbacks and adversity when facing difficult situations.

We are Open Minded

- **Enable others:** Build strong-identity teams that apply their diverse skills and perspectives to achieve common goals.
- **Create opportunities:** Developing people to meet both their career goals and the organisational goals.
- **Adaptable:** Adapts approach and demeanour in real time to match the shifting demands of different situations; even when the way forward is not clear.

We Drive Positive Outcomes

- **Create a vision:** Paint a compelling picture of the vision and strategy that motivates others to action.
- **Focused on results:** Consistently achieve positive outcomes, even under tough circumstances.
- **Personally accountable:** Holding yourself and others accountable to meet commitment

Job Purpose:

As our organisation embarks on a comprehensive recovery and transformation journey, we require a strong Leader in Finance to achieve our required budgetary outcomes and results. Our commitment to addressing these challenges is unwavering for our business, our people, and our citizens. Strong leadership is essential to guide us through these uncharted waters. Collaboration, strategic thinking, and resilience are fundamental as we strive to redefine our future. Join us at this pivotal juncture to be a catalyst for change and shape the course of our exciting journey ahead.

Statutory Duties and Strategic Responsibilities

The post holds the role of S151 officer to the statutory role of Section 151 of the Local Government Act 1972.

1. To ensure that the Council's overall vision and strategy has an appropriate focus on improving outcomes for the service and its stakeholders and that all senior officers understand their role in delivering improved outcomes.
2. To be a member of the Council Senior Leadership Team and wider leadership community, ensuring a one council focus and culture to the delivery of priorities.
3. To fulfil the role of Statutory Finance Officer (S151).
4. Lead and direct the effective development and implementation of the Council's Budget Strategy, Medium Term Financial Strategy, Capital and Investment Strategy and Treasury Management Strategy Statement.
5. To oversee the development and implementation of the Council's Commercial strategy and the program of work associated with its delivery.
6. To support the Council's overall strategy and ensure that proposed decisions are in alignment with the financial strategy and that both immediate and long-term implications, opportunities and risks are fully considered and assessed.
7. To lead on the good financial management across the whole organisation and the effective safeguarding of public money and its deployment in an appropriately economically effective manner
8. To be responsible for the strategic and general management of the Finance Department and delivery of priorities in line with the Council Plan, Medium Term Financial Strategy and departmental service plans.
9. To lead and manage robust Budget management processes for Revenue and Capital budgets and the transparent reporting of financial performance at all levels.
10. To promote a culture of excellence in Financial Business Partnering and Value for Money across all the Council's activities.
11. To ensure accurate and understandable financial advice is provided to Senior Officers, Elected Members and external agencies and government departments.
12. To ensure all financial statutory deadlines are complied with to produce the Statement of Accounts and all statutory financial returns and claims in accordance with accepted accounting practices.
13. Ensure there is a programme of activity that coordinates teams and resources from across the Department to support the organisation's transformation programmes, with a particular focus on financial effectiveness.

Service Accountabilities

1. To provide professional advice to the Council's Leadership Team and Cabinet Members to clearly demonstrate outcomes which meet the Council's objectives.
2. To ensure that on a day-to-day basis the Finance function within the Council operates effectively and to the highest financial professional standards and operating practices
3. To lead and direct the Department and in establishing the best team with the right skills, capability, talent and drive for success.
4. To ensure the function's business targets are met, in accordance with best practice, to agreed specification, and with full compliance with health, safety, professional standards, statutory and other relevant legislation.
5. To lead, develop and/or participate in identified projects that contribute to the delivery of Council priorities both within the Department, cross Directorate and in collaboration with partners and other local authorities as directed by the Managing Director.
6. To ensure that services are delivered in the best interests of the Council and deliver the best customer experience for residents.
7. To ensure effective policies are in place and are compliant.

Person Specification

Job Title Executive Director, Finance (s151 Officer)

Technical	a	b	c
A professionally qualification or equivalent, (e.g. CCAB, CIMA or CIPFA) or equivalent with evidence of continuous professional development.	✓		
A thorough understanding of the statutory and regulatory framework which guides local government finance in the public sector.	✓		✓
Experience of proven leadership and consistent achievement as a senior leader in a broadly comparable environment.	✓		✓
Experience of leading significant programmes of change which had major impact on staff and processes and achieved significant budget savings.	✓		✓
Experience in developing effective working relationships with diverse stakeholders and operating and negotiating with outside agencies	✓		✓
Experience of strong financial management and achieving sustainable improvement	✓		✓
Experience in a senior role with strong financial management in a local authority or equivalent organisation which has faced similar budget cuts	✓		✓
Experience of effective budget management at a high level and accountability for strict monitoring and best use of resources.	✓		✓

Knowledge and Experience

Evidenced by: **a:** application form **b:** test **c:** interview