

Director of Finance and Commerce (s151 Officer)

Directorate:	Resources		
Service:	Resources		
Location:	County Hall, Preston		
Salary range:	£105,326 - £114,339	Grade:	D2
Reports to:	Executive Director of Resources	Staff responsible for:	6 Direct reports Circa. 450

Job Purpose

- Reporting to the Executive Director of Resources, the Director of Finance and Commerce is responsible for providing high-level vision and leadership and provide strategic and innovative financial advice and guidance, manage financial risks and drive commercial initiatives to ensure the long-term financial sustainability of the council.
- The Director of Finance is the council's statutory s151 officer, responsible for the financial arrangements of the council, optimising resources, ensuring value for money and continuous improvement.
- Work in a strategic and forward planning manner in collaboration with elected members and senior colleagues to understand current and future financial challenges and present sound financial and commercial solutions to respond to these.
- Define and lead the delivery of the council's future operating model for finance and commerce and play a key role in the delivery of organisational transformation.
- Provide strong and authentic leadership to colleagues in the Finance and Commerce function, ensuring colleagues are well led and focussed on the needs of the council.
- Provide oversight of the £12bn Lancashire Pension Fund.
- Provide strategic leadership to the council's Procurement function and support the council's role in market shaping and commissioning.

The job purpose is underpinned by the council's vision, values and corporate priorities.

Vision

To make Lancashire the best place to live, work, visit and prosper.

Values

- ❖ **Supportive** – we are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.

- ❖ **Innovative** – we deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focussed on how we can deliver the best services now and in the future.
- ❖ **Respectful** – we treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.
- ❖ **Collaborative** – we listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Our values influence the way we work and the decisions we make when delivering our services. They also guide our people in the behaviours they adopt within their roles.

Our four priority areas are:

- ❖ **Better lives for all** - ensuring more children and young people have the best start in life, families are more resilient, adults are supported to live more independent lives, and that everyone can live a healthy and happier life.
- ❖ **Economic ambition** - working with the business community to equip people with the right skills to secure rewarding work, invest in Lancashire, improve transport and digital connectivity, and grow the local economy.
- ❖ **Strong communities** - ensuring our communities are safer and more resilient, encourage people to play their part, promote our rich heritage and culture, and protect our environment for future generations.
- ❖ **Thinking differently** - focusing on delivering high-quality public services, providing the right help at the right time, embracing digital and technological innovation and developing the best possible workforce.

Leadership Responsibilities and Expectations

Responsibilities Level 1 & 2

Navigating Lancashire County Council's leadership landscape involves three focal areas of responsibility: Leading Self, Leading Others, and Leading Lancashire County Council. These responsibilities serve as a guideline for cultivating personal growth, developing effective teamwork, and achieving impactful outcomes. It's important to note that these are Lancashire County Council's generic Level 1 & 2 leadership responsibilities, and role-specific duties are not included.

LEADING LCC

- * Develop and implement long-term strategic plans
- * Ensure governance and compliance
- * Maintain organisational effectiveness
- * Deliver financial efficiencies
- * Manage and develop strategic relationships
- * Promote transparency and accountability
- * Advocate for public interest
- * Lead change and drive innovation
- * Risk management, including contingency and succession planning
- * Engage in public relations

LEADING SELF

- * Know your role and demonstrate accountability
- * Recognise your presence and impact, ensuring you're aligned with the Leading Lancashire framework
- * Treat others with fairness and respect
- * Continuously developing professional and leadership skills
- * Build a strong professional network
- * Balancing your priorities for the good of your health and wellbeing

LEADING OTHERS

- * Provide a healthy and safe working
- * Value individual and team contribution
- * Demonstrate genuine care and interest in our people
- * Develop a culture of continuous improvement
- * Enhance collaborative practices
- * Resource appropriately and efficiently
- * Clarify roles and expectations
- * Champion diversity, equity, equality and inclusion
- * Maintain strong relationship and enhance collaborative practices
- * Manage performance and behavioural issues



Role-specific accountabilities/responsibilities:

Leadership

- As a member of the Resources directorate leadership team, support the development and effective implementation of strategy and business plans and ensure the council's core enabling functions are effectively coordinated.
- As s151 officer, have overall statutory responsibility for managing and meeting the required budget constraints whilst maintaining the council's ability to deliver critical services through development and delivery of the council's financial strategies
- Lead, mentor and develop a high performing finance and commerce function, fostering a culture of continuous improvement and accountability and ensuring this delivers high quality, strategic, advisory and transactional services for the council and its partners.

- Promote collaboration and effective communication within the finance and commerce function and across directorates.
- Provide timely strategic and operational business partnering to the Executive Director of Resources, Executive Leadership Team, elected members and the wider organisation.
- Support strategic organisation transformation by providing expertise and leadership in the financial and commercial elements of large-scale change programmes.

Financial Leadership and Budget Management

- Provide strategic financial leadership to the council, contributing to the development and delivery of the corporate strategy.
- Initiate and drive financial change that supports the council's financial objectives.
- Advise the council on all financial and commercial matters covering the adoption of best practice Local Government financial management and adoption of new emerging commercial opportunities.
- Develop and implement financial policies, procedures, and controls to ensure compliance with statutory requirements and best practices.
- Prepare and present financial reports, forecasts, and analyses to senior management, elected members, and external stakeholders, where appropriate.
- Oversee the council's annual budget process, working closely with senior colleagues to ensure the development of annual budgets that are aligned with the corporate strategy.
- Monitor budget performance and provide regular reports to identify variances and recommend corrective actions.
- Advise on resource allocation and budget adjustments as needed.
- Ensure effective stewardship of the council's finances, including the production of statutory accounts and maintaining an effective relationship with the external Auditor.

Procurement

- Leadership of the council's Procurement function and providing advice on procurement and commissioning activities across the council.

Commercial Strategy

- Oversee and provide financial leadership and advice to the council 'commercial' operations.
- Identify and pursue opportunities for partnerships, joint ventures, and other commercial ventures to maximise income sources.

- Evaluate the economic viability of proposed projects and initiatives.

Financial Risk Management

- Assess and manage financial risk, providing guidance on risk mitigation strategies.
- Ensure compliance with financial regulations and standards, staying abreast of changes and advising on necessary adjustments.

Lancashire Pension Fund

- Provide strategic management and oversight of the Lancashire Pension Fund, supported by the Head of Fund.

Payroll

- Oversight and leadership of the council's Payroll service.

Stakeholder Engagement

- Develop strong strategic relationships and alliances across the council and its partner network, including government agencies, financial institutions, and the local community.
- Act as a key spokesperson on financial matters, representing the council at public meetings.

Other

Equal Opportunities

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

Health and safety

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must help us to apply our general statement of health and safety policy.

Customer Focused

We put our customers' needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

Safeguarding Commitment

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

Skills Pledge

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualification in literacy and numeracy if they do not have one already.

Our Values

We expect all our employees to demonstrate and promote our values:

Supportive

We are supportive of our customers and colleagues, recognising their contributions and making the best of their strengths to enable our communities to flourish.

Innovative

We deliver the best services we possibly can, always looking for creative ways to do things better, putting the customer at the heart of our thinking, and being ambitious and focused on how we can deliver the best services now and in the future.

Respectful

We treat colleagues, customers and partners with respect, listening to their views, empathising and valuing their diverse needs and perspectives, to be fair, open and honest in all that we do.

Collaborative

We listen to, engage with, learn from and work with colleagues, partners and customers to help achieve the best outcomes for everyone.

Person Specification

All the following requirements are essential unless otherwise indicated by *

Your ability to meet the job requirements will initially be assessed by the information provided on your application but further assessment will be undertaken at interview and, in some cases, by using other types of assessment(s).

Qualifications

- Educated to degree level.
- Recognised accountancy qualification, e.g. CIPFA, CIMA, ACCA, with relevant professional qualifications required to fulfil the role of the Council's Section 151 Officer
- Recognised senior management qualification or equivalent.

Experience

- Extensive knowledge of local government and of the areas of responsibility, including strategic understanding of local government finance and sources of alternative funding
- Demonstrable knowledge and understanding of the role of a s151 officer and that this is evidenced through previous experience or an ability to take on this responsibility.
- Proven record of driving through successful financial initiatives within a large complex organisation.
- Successful development of strategic solutions and outcomes to meet statutory requirements, regulations, improved service standards and in response to existing and emerging priorities.
- Experience of developing meaningful external networks (e.g. taking on advisory roles, participating in industry bodies or directorships)
- Working in a challenging financial and/or regulatory environment.
- Driving financial change and wider corporate change management programmes to support cost and efficiency improvement.
- Evidence of successful monitoring and delivery of end-to-end programmes at scale, through multi-discipline teams.
- Proven experience of working with internal partners to deliver commercially focussed business solutions.

Essential knowledge, skills & abilities

- Strong, visionary leadership qualities and credibility to inspire trust and confidence in the Finance and Commerce function and wider organisation.
- Ability to provide strategic and innovative financial advice in a proactive manner.
- Understanding of commercial financial arrangements alongside local authority accounting and finances.
- Excellent understanding of the political context at a local, regional and national level and the ability to operate sensitively and efficiently within a political environment.
- Strategic and analytical thinking skills to provide creative and fit for purpose solutions to problems within the area of responsibility.
- Ability to work collaboratively, as part of the senior leadership group, and take shared responsibility for organisational performance.
- Internal ambassador who drives a positively engaged and high performing community.
- A sophisticated communicator, able to effectively engage diverse audiences through written and oral communication.

Keeps abreast of emerging technological, digital and business trends, develops and executes an IT strategy that takes advantage of these trends, and collaborates with other business leaders to embed digital opportunities in business strategy, taking advantage of emerging technologies to enable the business strategy.

Personal Attributes

The Lancashire Mindset

Demonstrate Growth, Ownership, Optimism, and Positive Impact in all actions and decisions.

Values-Aligned Capabilities and Behaviours

Reflect the Council's core values through supportive, innovative, respectful, and collaborative practices.

Other Essential Requirements

- Commitment to Diversity & inclusion through the ongoing development of an Inclusive workplace.
- Commitment to health and safety.
- Display the LCC values and behaviours at all times and actively promote them in others.
- This is an essential car user post
You will be required to provide a car for use in connection with the duties of this post and must be insured for business use. In certain circumstances consideration may be given to applicants who, as a consequence of a disability, are unable to drive.