

# Executive Director of Resources

# Director of Finance and Commerce

Candidate pack

**Lancashire**

County  
Council





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A photograph of a modern building with large glass windows and a blue sky with clouds. The building has a series of cantilevered roof sections. The foreground is a green lawn.

Welcome from Mark Wynn,  
Chief Executive

Dear Candidate

Thank you for your interest in these two fantastic opportunities, offering you the chance to work for one of the biggest and most ambitious authorities in the North – covering almost 3000 square miles and serving a population of 1.2 million.

As you may well know, I have recently been appointed as the Chief Executive at Lancashire County Council and I was in the ED Resources role previously, so I know that this is a great place to work with lots of ambition. We have a strong team across the authority and our resources portfolio is full of high-performing senior officers, many of them newly appointed.

Of course, like all authorities, Lancashire is facing some tough financial challenges, but we are in a good shape to develop and prosper despite this. Additionally, there are really exciting opportunities here with the new Lancashire Combined Authority and the prospect of local government reorganisation in Lancashire giving the successful applicants a real chance to shape the future of local government in this great county. This is a career defining time to join a fantastic organisation.

Finally, it is worth stressing what a great place Lancashire is to both live and work. We have a huge and diverse population, a great mixture of historic towns and pretty villages, beautiful countryside, and dramatic coastlines. And of course, we are within easy reach of Liverpool, Manchester and the Lake District so there is also something for everyone in the wider region.

I hope you seriously consider these roles. Do contact our advising consultants at Starfish for a more detailed discussion. I look forward to meeting you later in the process!

Good luck with your application.

Best wishes

M. Wynn



Mark Wynn  
Chief Executive for  
Lancashire County Council



# Job Description – Executive Director of Resources (Grade ED)

## Purpose

Reporting to the Chief Executive, the Executive Director of Resources is responsible for driving transformational change across the organisation to deliver the council's priorities, which ultimately support our Lancashire residents to receive services they need and deserve.

This will be achieved through the inspirational leadership of the Executive Director, which delivers high performance, engagement and innovation across the directorate. It will require the Executive Director to embed a performance culture across the directorate and the council.

It will therefore require strong leadership from the Executive Director to work collaboratively with the Corporate Management Team and Elected Members to ensure the Lancashire values, priorities and ambitions are realised through maximising the resource and delivery potential across the council, whether this is through strategy, policy, governance, workforce, digital, culture or data/performance.

The services within the Executive Director's portfolio of responsibilities include:

- Law and Governance
- Strategy and Innovation
- Finance and Commerce
- Digital Services
- People Services

Alongside strategic leadership of the Resources Directorate, the Executive Director is the council's statutory s151 officer, responsible for the financial arrangements of the council, optimising resources, ensuring value for money and continuous improvement.

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



## Role specific responsibilities

### Strategic Responsibilities

- Lead the development of corporate strategies and policies ensuring they are embedded throughout the organisation through effective performance management systems.
- Lead on the council's transformation programme, maximising the role of innovation and digital in future plans and driving forward the council's financial and workforce strategies.
- Embed a culture which empowers services within the Resources Directorate to have a commercial and customer focus that delivers service improvement and innovation.
- 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
- Be accountable for developing opportunities to improve the council's long term financial sustainability and security, including risk management, commercial development and maximising outcomes.
- Be accountable to the Chief Executive and Elected Members on the statutory responsibilities of the role to deliver the council's strategic vision and priorities. Ensure services are delivered and measured against internal and external objectives, performance targets and standards to improve the performance of the Lancashire economy and services to residents whilst driving out cost.
- Initiate, develop and influence external relationships with key stakeholders and partners on a local, regional and national level in line with the organisational strategy and direction.
- Develop solutions to new and emerging issues within a challenging financial and economic landscape, a tight labour market and within a changing local and national political context.
- Work and lead collaboratively with the Corporate Management Team to embed a 'one council' ethos and culture in order to achieve the council's priorities and ambitions.

### Leadership Responsibilities

- Be an inspiring leader that evidences a high performing culture and service excellence across the Directorate.
- Build a Directorate senior leadership team to deliver high performance and transformational change by modelling the council's expected behaviours, values and performance standards to achieve delivery of Directorate and council priorities.
- Embrace the council's commitment to diversity and inclusion by initiating, supporting and embedding improved outcomes in the workplace and our communities.



# Person Specification - Executive Director of Resources

(Deputy S151 Officer) (Grade ED)

## Essential Qualifications

- An appropriate leadership or management qualification, such as an MBA or evidence of development of leadership ability through high quality internal or external development.
- Recognised accountancy qualification, e.g. CIPFA, CIMA, ACCA, with relevant professional

## Essential Experience (all is expected to be at a senior management level)

- Operating sensitively in a political environment, developing relationships, gaining respect, trust and confidence.
- Substantial relevant leadership experience at a senior level in a local authority or other large, complex organisation.
- Successful track record in the leadership of a large and diverse workforce, inspiring them to achieve service improvements.
- Demonstrable track record of successful service transformation that delivers improved outcomes at reduced cost, with evidence of innovative, commercial and transformational thinking and the achievement of more affordable models of service delivery.
- Extensive experience of partnership and collaborative working at a strategic level that supports and improves the social, economic and environmental interests of local communities.
- Developing strategic solutions and delivering outcomes to meet statutory requirements, regulations, improved service standards and in response to existing and emerging priorities.
- Operating within, and managing, an area of significant risk and opportunity, exercising considerable judgement and leadership.
- Operating sensitively in a political environment, developing relationships, gaining respect, trust and confidence.

## Essential knowledge, skills & abilities

- 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.
- Ability to set clear direction, goals and a culture of high aspirations to develop and implement strategic objectives.
- Ability to demonstrate a high level of motivation, personal resilience and focus to ensure the delivery of excellent services.
- Ability to influence, develop, motivate and change behaviour to achieve results through effective leadership and management of people, financial resources and systems.



#### Essential knowledge, skills & abilities

- Ability to build, maintain and influence effective working relationships both internally and externally with key stakeholders and partners.
- Ability to understand the market(s) within which services are delivered and take a commercial approach to negotiations and business relationships.
- Strong options appraisal and cost benefit analytical skills to provide critical and decisive direction, leadership and judgement.
- Highly developed interpersonal and communication skills.

#### 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.



# Job Description – Director of Finance and Commerce (Deputy S151 Officer) (Grade D2)

## 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 deputy section 151 officer, ensuring 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.

## Role specific responsibilities

### Leadership Responsibilities

- 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.
- 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.
- Act as the deputy section 151 officer, ensuring the financial arrangements of the council, optimising resources, ensuring value for money and continuous improvement.
- 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

- Provide strategic oversight and leadership for the council's Payroll Service, ensuring the delivery of a consistently high-quality and accurate 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.



# Person Specification - Director of Finance and Commerce (Grade D2)

## Essential Qualifications

- Educated to degree level.
- Recognised accountancy qualification, e.g. CIPFA, CIMA, ACCA.
- Recognised senior management qualification or equivalent.

## Essential Experience (all is expected to be at a senior management level)

- 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.



### Essential knowledge, skills & abilities

- 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.

### 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.



## Leading Lancashire

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 LANCASHIRE COUNTY COUNCIL

- 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 develop professional and leadership skills
- Build a strong professional network
- Balance your priorities for the good of your health and wellbeing

## LEADING OTHERS

- Provide a healthy and safe workplace
- 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 relationships and enhance collaborative practices
- Manage performance and behavioural issues



# Terms of employment and employee benefits

## Salary

The Executive Director scale is £142,506 - £154,696 pa, increasing in four increments.

The Grade Director 2 scale is £105,326 - £114,339 pa, increasing in four increments.

## Annual leave

A minimum of 26 days' annual leave, increasing to 32 days after 5 years' continuous local government service, plus 8 public holidays and 2 extra days' leave at Christmas.

## Additional annual leave purchase scheme

The ability to purchase an additional 20 days' leave, allowing you to maximise your work/life balance and make the most of your time away. .

## Relocation expenses

Up to a maximum of £9,364 (net of VAT) with a further £2,000 available in certain circumstances.

## Car lease

You will be eligible to access the council's car lease scheme for senior officers or an alternative annual cash amount of £5,300 per annum.

## Flexible working

We have an overall commitment to exploring flexible working opportunities. From experience we know that a flexible approach can benefit both you and us and we have support in place for our teams to access.

## Inclusivity

Our aim is to ensure that everyone is equally valued and respected and that our organisation is representative of all members of society, working in an environment where individual differences are celebrated. We would like to improve the diversity of our top team to better reflect the people we serve, so are particularly keen to hear from you if you are a person of colour, from the LGBTQ+ community or have a disability

Our people add our greatest value. We actively encourage a learning culture where we view every new project as an opportunity to learn and develop, where responsibility and accountability are things to be cherished, and innovation is seen in standard working practices.







## Development

We will ensure that personal and professional growth and development opportunities are available, including time for supportive reflection and supervision for yourself. You'll have the opportunity to make a difference, feel valued and achieve the job satisfaction you've always wanted.

## Pension

A generous Local Government Pension is included with the role plus option to contribute to shared cost AVC's.

## Shared cost AVCs

These differ from normal AVCs that other organisations can offer as we also contribute to your AVC when you do.

## Conditions of service

The conditions of service are those set by the National Joint Council for Local Government Services and by the county council

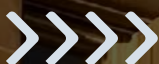


# Our vision

We are building a better Lancashire where everyone can live their best life through stronger communities, a growing economy and high-quality public services.



Lancashire  
County Council





# Our ambitions



## Better lives for all

We will ensure 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

We will work 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.



## Stronger communities

We will ensure 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

We will focus 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.

### Our values

- Supportive
- Innovative
- Respectful
- Collaborative

### Working together

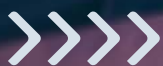
- With residents
- With partners
- With councillors
- With colleagues

### Being accountable

- Managing performance
- Delivering our priority programmes
- Balancing our budget

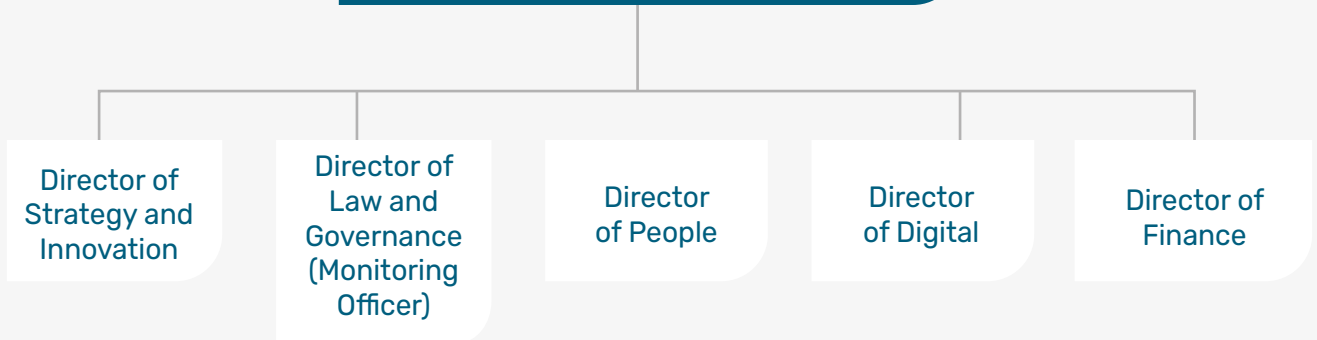
Our Council Plan outlines our vision and priorities through to 2030, find out more at [lancashire.gov.uk/council-plan](https://lancashire.gov.uk/council-plan).



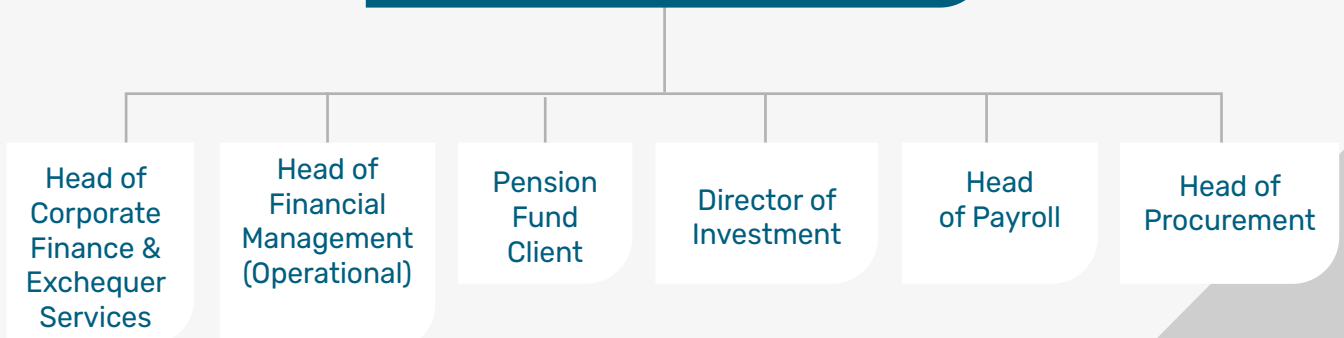




## Executive Director of Resources



## Director of Finance



# Management Structure

# Political composition of the county council

There are currently 84 county councillors elected to cover all the electoral divisions in the 12 Lancashire district areas. In Lancashire there are two unitary authorities (Blackburn with Darwen, and Blackpool). Lancashire county councillors do not represent these areas.

The County Council Elections took place on Thursday 1 May 2025. For the latest news and information on the political composition of the county council visit [lancashire.gov.uk/elections](https://lancashire.gov.uk/elections)



# How to apply

## Submit your application

You must apply for these roles via the Starfish website. Please follow the below links below:

[Executive Director of Resources \(S151 officer\)](#)

[Director of Finance and Commerce \(deputy S151 Officer\)](#)

For more information, please contact Tim Farr **07756 293 292** or Luke Judd **07435 270 659**

**Closing date for both posts: Sunday 8 June 2025**

### Recruitment timetable

Closing date	8 June (midnight)
Technical interviews	23 June
Outcome considered by committee	26 June
CEO meeting with candidates	30 June
Final interview	w/c 7 July
Full Council consider posts	17 July





