Success profile

Role Title	Chief Finance Officer (s151)	**Directorate**	Customer & Corporate Services
Service		**Reports to**	Chief Executive
Grade	9	**JE Code**	9198
Worker Style	Based anywhere	**Pension Scheme**	Local Government Pension Scheme
DBS Required	Basic	**Politically Restricted**	Yes
Approving Manager	Chief Executive	**Date**	September 2025

Purpose and Accountabilities	
Role Purpose	• Reporting directly into the Chief Executive, is a key contributor and influential member of the Council's Directing Team. This is a senior leadership role working collectively across and with Council Directors and closely with the Council's group of companies to ensure the long-term financial health of the organisation. • Build a culture of collective, evidenced based financial responsibility across the Council's leadership team, building capability and accountability with leaders and managers across the organisation • To communicate financial complexity and financial choices in an inclusive and meaningful way to ensure effective consultation and awareness of the impacts of budget decisions, enabling members, employees and the public to engage. • To ensure effective stewardship of resources through discharging the statutory responsibilities of the Council's section 151 officer. • Exercise independent professional judgement, providing clear, impartial and timely financial advice to elected members and officers. Ensure that all material decisions take account of their immediate and longer-term financial implications, risks and opportunities. • Lead the development and delivery of the medium-term financial strategy, aligning resources with Council priorities and ensuring that budget proposals, savings plans and investment decisions are realistic, affordable and sustainable. • Report on the robustness of budget estimates and the adequacy of proposed financial reserves, providing independent advice to inform the Council's budget-setting decisions. • Act as the Council's lead financial officer for managing the relationship with the Council owned entities. • Lead and develop a suitably skilled and resourced finance function, with effective business partnering, succession planning and professional development, and strengthen financial literacy across the wider organisation.

	• To contribute to system leadership over public sector finances, working with partners and the group of companies to create shared and sustainable financial outcomes.
Financial accountability	• Financing decisions on £1.8bn capital programme, revenue budget of £1.6bn gross expenditure
People management responsibilities	• To directly line-manage and lead the Council's finance function which includes the Council's Performance Team, Finance, Pension, Treasury team and the Council's Revenues and Benefits Service.

Role-specific accountabilities	• To have overall leadership accountability for the following services:
	  o Accountancy
	  o Treasury Management and Pensions
	  o Assessment, Billing and Collection
	  o Performance and Business Planning
	• Establish clear financial accountability across all directorates, supporting and challenging budget holders while retaining corporate oversight of the Council's overall financial position.
	• Report on the robustness of budget estimates and the adequacy of proposed financial reserves, providing independent advice to inform the Council's budget-setting decisions.
	• Lead accurate, timely and transparent financial reporting, preparation of the annual accounts and delivery of agreed actions arising from external audit. Build strong relationships with external auditors and Audit Committee.
	• Lead the capital and treasury strategies, ensuring that borrowing, investment, cash flow and capital commitments are assessed for affordability, prudence and sustainability.
	• Maintain an effective financial control framework, including financial regulations, delegated financial authorities, grant compliance and arrangements to prevent and detect financial irregularity.
	• Provide financial challenge and assurance over transformation programmes, testing business cases, deliverability, implementation costs and the realisation of recurring savings.
	• Provide financial oversight and challenge of business plans, performance, loans, guarantees and other material financial exposures, within the agreed shareholder and partnership governance arrangements.
	• Clearly define the responsibilities for pension fund financial stewardship and administration, distinguishing these from the Council's responsibilities as an employer.
	• Maintain effective deputy and continuity arrangements to support the discharge of the statutory finance function.
	• To work with Members, partners and stakeholders to deliver Council wide priorities which achieve outcomes as set out in the Business Plan.
	• To ensure that outcome and delivery strategies are driven by engagement with stakeholders and are informed by best practice.
	• To be responsible for risk and reputation management and ensure that the Council demonstrates the highest levels of governance and standards in public life.
	• To maximise opportunities for the Council to be the local democratic leader of public services in the Cornwall in order to better manage the total public sector resources available.
	• To act as the Senior Responsible Officer for the Corporate Finance and Performance

	Overview and Scrutiny Committee and Budget Development Overview and Scrutiny Committee. • To be a visible place leader within Cornwall, able to meet and engage with local communities as required out of office hours and to be within commutable daily travel to Cornwall Council.

Knowledge, Capabilities and Competencies	
Systems leader and navigator	• To be a visible system leader for community safety partnership arrangements ensuring that strategies and delivery plans are based on clear intelligence and insight and effectively engage statutory and community-based partners to ensure Cornwall's communities are safe and that harm is reduced. • To be a visible system leader in health and wellbeing partnership arrangements ensuring that strategies and delivery plans are based on clear intelligence and insight through the JSNA. • To be a visible system leader for emergency preparedness and management and recovery, ensuring that the council is an effective partner in the Local Resilience Forum and discharges its civil contingency responsibilities effectively with local communities. • To be a visible system leader in building effective delivery partnerships between the local authority and town and parish council to promote subsidiarity, community participation and well-being and the sustainability of community services. • Responsible for overseeing the delivery of outcome delivery plans across the directorate that consider new opportunities for working with communities and partners. • Responsible for providing strategic check and challenge where services are identified as either not commissioned or delivered in an outcome-focused way that are responsive to the needs of the communities of Cornwall.
Political leadership and financial control	• Responsible for ensuring the directorate delivers the political ambitions and desired outcomes set by cabinet and relevant portfolio holders. • Responsible for ensuring appropriate financial controls and value for money delivery within the Directorate and for ensuring effective and timely financial and performance reporting is in place. • Responsible for ensuring that all grant monies received by the Government for the delivery of community wellbeing responsibilities are spent in line with grant conditions. • Responsible for providing directorate contributions to the business plan for Cornwall and embedding a commercial mindset in directorate practices.
Co-production and community experience	• Responsible for ensuring that directorate outcomes and how they're delivered are truly co-produced and owned by the people of Cornwall. • Responsible for ensuring that the directorate drives to continually improve satisfaction and outstanding experience for the people and communities of Cornwall.
Developing the future workforce	• Responsible for the ensuring that the directorate has the right workforce strategy in place to ensure the right people in the right place, with the right skills to deliver services for the people of Cornwall. • Responsible for identifying and supporting the development of talent within the directorate.

	• Responsible for building and ensuring the right leadership capacity to deliver the directorate's responsibilities now and into the future. • Responsible for ensuring that the authority has the right public health leadership capabilities to support effective cross council and partnership working within Directorate Leadership Teams (DLTs) and in strategic partnerships.
Leading change, learning and innovation	• Responsible for influencing change and ensuring a culture of innovation, continuous improvement and evaluation is embedded across the directorate. • Responsible for setting the ambition for the directorate and driving business transformation programmes to ensure delivery of the council business and financial plan and wider council transformation strategies. • Responsible for delivering two-way accountability through effective employee engagement practices across the Directorate.
Place-based leadership	• Responsible for acting as a strategic convenor, building relationships with key leaders of organisations working to support the people of Cornwall and deliver the 2050 Cornwall Plan. • Responsible for setting the directorate vision for how services work in new ways in localities and communities.
Inclusion and diversity	• Responsible for ensuring that unlawful discrimination, harassment and victimisation is challenged and action taken to ensure that Cornwall and the local authority is actively promoting inclusion and equity across Cornwall's diverse communities. • Responsible for setting the vision for an inclusive working environment within the directorate where everyone is able to be themselves in-line with the Council's values and behavioral framework.
Performance Quality and Standards	• Responsible as a Chief Officer of the Council for the council's overall performance and delivery of the council's business and financial plan. • Responsible for directorate performance and addressing service underperformance through the building of a strong performance and assurance culture. • Responsible for ensuring that the directorate provides effective public health services and public health leadership for the Council of the Isles of Scilly in line with the inter-authority agreement. • Responsible for ensuring directorate compliance to regulatory and statutory guidance. • Responsible for ensuring that directorate teams follow council policies and standards in relation to safeguarding and those at risk. • Responsible for ensuring directorate compliance to health and safety standards. • Responsible for considering and implementing in line with council policy, directorate opportunities to reduce the carbon footprint of staff and suppliers.
Must meet the qualification requirements set out in section 151 of the Local Government Act 1972 and Leadership expectations in CIPFA chief finance officer guidance.	
Successful and consistent achievement in the leadership of relevant functions at senior management level, within a local authority or other organisation of comparable scope and complexity	
Ability to articulate a clear vision and strategy for the service and how to improve and transform outcomes, and	

experience of translating policy and strategy into tangible outcomes for the benefit of customers/ residents
A proven record of successful change management, delivering new working policies and practices alongside significant cultural and structural change
Wide ranging experience of financial management including budget formulation, financial planning, monitoring and control, within tight financial limits in a complex organisation
Demonstrates a comprehensive knowledge and understanding of the law, government policy and best practice in relation to the functions including across the Directorate
Significant experience of giving advice to and building relationships with elected members and/or Board Members at the highest level
Successful track record of achieving equality of opportunity in both employment and service delivery

Our Competency Framework

Connect Better

I connect better so that we communicate in ways everyone understands and listen closely to what matters most to residents, partners, and colleagues.

Work alongside elected members, colleagues, partners and our communities:

build strong relationships with all our key stakeholders and partners outside the Council, and I stay connected with our communities.

Make our communications clear and accessible:

- I change how I communicate to suit the people I'm talking to, make sure I really listen and understand, and encourage everyone to share their views.

Think Bigger

I think bigger so that we're ready to meet future challenges by working with others to solve complex problems.

Understand how what we do connects with the system and environment we work in:

- I understand how my work connects with what others are doing - both inside and outside the Council – so we can make the biggest impact for our local area and communities.

Build and deliver ambitious plans with our communities:

- I get involved in finding new and better ways for us to work together, so we can create strong solutions that can handle the complex and changing world we work in.

Maximise Resources

I maximise resources so that we can increase efficiency and reduce waste and always seek to improve.

Make the most of limited resources:

- I make the most of our resources by finding new ways to secure and use them. I work with others to make best use of data and digital tools, our people and our finances.

Always doing our best:

- I take pride in doing a good job and am open to learning. I keep building my skills and knowledge so that I can help deliver the services our residents need - now and in the future.

Deliver Results

I deliver results so that we fulfil our promises to our communities.

Play my part in achieving our shared goals:

- I help shape and deliver plans that prepare our communities for the future. I consider things we can't control—like changes in the environment or the economy—and how they might affect people locally.

Take responsibility:

- I co-create clear goals and take responsibility for delivering high quality work quickly. If things aren't going to plan, I look for solutions.

Belonging and Inclusion

I champion belonging and inclusion so that we can **create a fairer, more inclusive Cornwall.**

Creating a culture where we can all thrive:

- I make time for my wellbeing so I can do my job well and support others to do the same.
- I work with colleagues, partners, and residents in ways that help them feel supported and confident that their views are valued.

Building inclusive and respectful relationships:

- I seek and consider different points of view.
- I build relationships based on trust, respect and compassion