

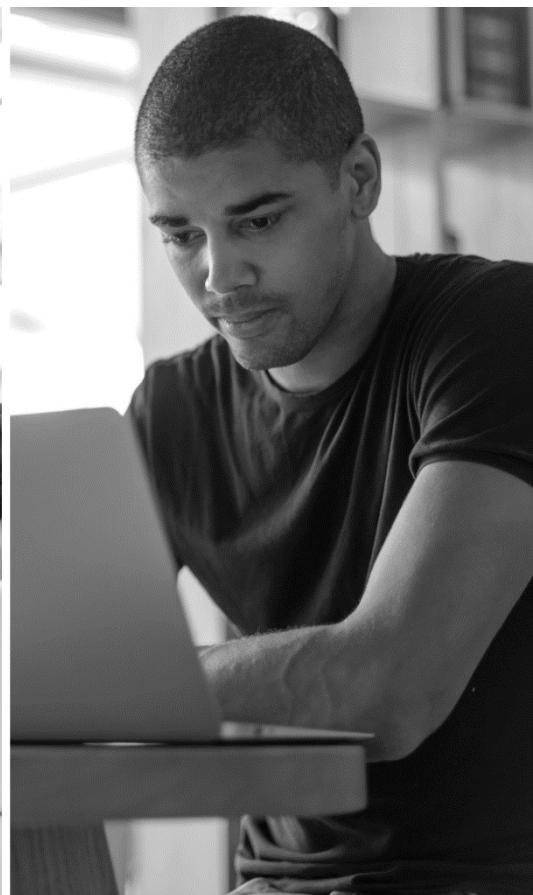
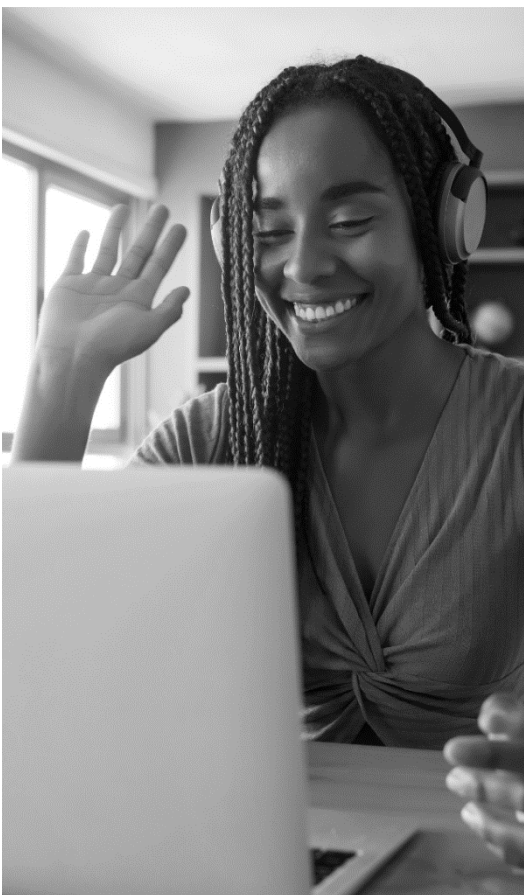


Walsall Council

Strategic Finance Business Partner x 3

Candidate Pack

*RB34346 | £66,741 - £73,639 pa **plus benefits***



*Recruitment led by retained search agents, **Robertson Bell***



Walsall Council

Introduction

Walsall Council are delighted to be exclusively partnering with Robertson Bell on a recruitment campaign to appoint three **Strategic Finance Business Partners** on a permanent basis.

Finance Business Partnering is an enabling function, providing solutions, financial insight and intelligence to support and constructively challenge the organisation to help achieve its objectives, underpinned by strong financial management.

The Organisation

Walsall is situated within the West Midlands and is one of four Local Authorities comprising the Black Country. It contains six urban district centres: Walsall Town Centre lies at the heart of the Borough, surrounded by Aldridge, Bloxwich, Brownhills, Darlaston and Willenhall. The Borough covers 40sq miles and is bisected by the M6 motorway.

Walsall Council is transforming and with it, so is Walsall's Financial Services. This is an exciting time to join our team. The Walsall Proud Programme is our transformation Programme, which aims to transform the way the council works so that we can provide a better customer experience, increase staff satisfaction and engagement, and improve service efficiency and performance to our customers and communities. The Programme is closely linked with our medium-term financial strategy and Walsall's Financial Services are a key driver in achieving the organisation's aspirational vision.

Our Values

As a Council, we have introduced a behavioural framework for the behaviours and attitudes required to support our future corporate plan. Walsall Council's values run through everything we do:

Professionalism, Leadership, Accountability, Transparency and Ethical.

It is important that as an organisation, we have a happy and supported workforce and that we recognise and acknowledge the work and positive contribution all our staff make. We want to ensure Walsall Council is the family-friendly employer of choice we aspire to be and that our range of benefits reflect this, inspiring many more people to come and work for Walsall.

Our Vision: We are Walsall 2040

Organisations from across Walsall have come together to develop a vision for the future of the borough. Walsall in 2040 will be the most improved borough in the region, a vibrant place where people are proud to live and residents in all neighbourhoods have the same life chances.

The strategic framework for Walsall Council and its partners to prioritise resources and shared ambitions for a Walsall that works for everyone, was approved by Cabinet in July of 2023.

It's truly an exciting time to join the Council with both the ambitious future focussed borough plan, in addition to the council's own transformation plans to improve internally.



Job Description

Post	Strategic Finance Business Partner		
Number of Vacancies	3		
Advert Reference	RB34346		
Grade	14	Contract Type	Permanent
Service Area	Finance		
Salary	£ 66,741 - £ 73,639 pa		
Location / Base	The Civic Centre, Walsall WS1 1TP		
Working Pattern	Hybrid working with requirement of 2 days per week in office (minimum)		
Reports To	Head of Finance		
Responsible For	Managing a team, consisting of: Lead Accountants, Finance Business Partners and Trainee Finance Business Partners		
Key Stakeholders	<ul style="list-style-type: none">• Head of Finance and Section 151 officers• Chief Executive, Executive Directors, Directors, Senior Managers• Cabinet and Elected Members• External bodies and agencies e.g., other Councils, CCG, voluntary organisations, schools etc.• Grant providers• Auditors		

This job description sets out a summary of the duties and accountabilities of the role. It is not intended to be exhaustive.

Corporate duties and accountabilities

- The post holder will comply with and promote the Council's Health, Wellbeing and Safety at Work policies and ensure these are implemented effectively within his/her areas of responsibility.
- A priority for the Council is the protection of vulnerable people, ensuring they are able to live as independently as possible. The post-holder will promote and engage with Council's responsibility to safeguard the welfare of children, young people and adults, and protect their right to be safe from harm.
- Through personal commitment and clear action, the post-holder will promote the Council's employment policies, with particular reference to diversity, equality of access and treatment in employment, service delivery and community involvement. To support/develop a working culture within these services that reflects the corporate vision.
- Ensure that the services provided aligned to the Council strategy, vision, aims, objectives, priorities and continuous improvement programme and play their part in achieving these. This includes compliance



with Standing Orders, Financial Regulations, Code of Conduct and the Councils Policies and Procedures.

Main Purpose of the Job Role

- **Business Partnering** - Lead and manage the provision of an effective and efficient finance business partner function. Operate at a strategic level (for example, attendance at scrutiny meetings/portfolio holder briefings, directorate management meetings/Executive Director briefings etc.), building strong relationships with internal and external partners and being a key and active member of senior management forums. To deputise in the absence of Head of Finance or other managers where necessary.
- **Financial Awareness and Development** – Full compliance with the CIPFA financial management code to enhance accountability at all levels within the organisation. Leading teams on delivery of appropriate training & organisation wide financial awareness and development. Ensuring training and development for Budget Managers is promoted and utilised effectively through “Role of the Budget Manager”. Financial oversight for all duties required under the CIPFA compliance framework including financial forecasting, business cases, modelling, budget setting and Final account preparation for the teams under the roles remit.
- **Resource Management** - Ensuring the Councils Finance Business Partnering service is fit for purpose in order to deliver on all aspects of operational financial management. Operate as a champion to continue to build on the learning and development environment that the service has successfully implemented through its transformation journey.
- **Transformation Delivery** – Drive and support the delivery of productivity and efficiency improvement across the Council.
- **Intelligence led** - Ensure the provision of high quality advice, information, interpretation and solutions to budget holders to underpin effective decision making and meaningful performance management.
- **Horizon Scanning** – Interpret developing legislation and achievement of legislative requirements and changes within the service setting. Maximise new and existing funding streams realise efficiency savings and to deliver the councils aims. Ability to shape and influence strategic decision making and provide appropriate challenge and scrutiny. Influence decisions looking beyond ‘today’s financials’.
- **Governance focused** - Ensure, in all activities, leaders make decisions in the knowledge of the impact those decisions will have financially on the Council and that advice has been provided with regard to any associated statutory or governance requirements. Assure financial policies and procedures are adhered to within the wider council/grants/partnership agreements etc.
- **Keep the business safe** - Support delivery of and advise on effective financial controls, which operate in the business. Influence and drive cultural change towards improved financial management through managing resources, outputs, performance and risk in the achievement of outcomes.



- **Customer needs** - Understand customer needs and priorities and provide them with a service they value which achieves high customer satisfaction.
- **Continuous Improvement and innovation** – seeking opportunities for improvement and take advantage of developments in IT, data and analytics, to continuously add value to the service provided.

Key Success Factors

- SFBP sits on strategic decision-making boards.
- SFBP has a demonstrable presence and influence on key policy/strategic decisions.
- Able to establish credibility with directors, senior managers and stakeholders.
- To be the key link between services and corporate during the budget setting process.
- Responsive to customer needs.
- SFBP viewed by services as a trusted advisor (and critical friend) whose views are actively sought before any thoughts are developed into concrete plans.
- Work with strategic managers to identify solutions (this may include benchmarking; best practice; examples from other organisations etc) to deliver better outcomes more effectively/increased VFM.
- Innovative thinking to drive improvements.
- Minimal variances within the in year budget forecasting position.
- There are no surprises as finance are involved in all policy and strategy development.
- Finance take lead to educate non-finance staff to enable them to understand and take responsibility for their decisions.
- Clear standards are set on finance roles including what the finance business partner is and is not.

Role specific duties and accountabilities

Horizon Scanning

- Manage the Council's approach to the achievement of legislative requirements and changes within the service setting.
- Identify and research opportunities to maximise new and existing funding streams realise efficiency savings and to deliver the councils aims.
- Ability to shape and influence strategic decision making, ensuring both customer needs are met whilst balancing that with the need to act as the representatives of the Director of Finance and provide appropriate challenge and scrutiny.
- Ability to interpret developing legislation and initiatives to identify the potential impact on the council.
- Influence decisions looking beyond 'today's financials', developing such things as medium/long term modelling; use of benchmarking etc.

Leading People

- Ability to influence and persuade others to achieve outcomes critical to the business.
- Flexibility – react to changing situations.
- Ability to influence and persuade at all levels.
- Willingness to engage and collaborate with officers at all levels.
- Lead motivate and develop others.



Managing Resources

- Manage risk in relation to service delivery and contribute to the corporate risk management framework.
- Accountable for ensuring that, in all activities, the Directorates make decisions in the knowledge of the financial impact those decisions will have on the Council.
- Lead and direct a team of finance professionals to ensure effective, well organised and reliable support to services, which is has the ability to anticipate business needs. Participate in multi-disciplinary working teams to manage projects and develop and implement new initiatives.
- Promote continuous improvement.

Managing Performance

- Embed a performance related culture that delivers results.
- Embed a culture which empowers budget holders and supports the delivery of value for money services, including making effective use of benchmark information and key cost drivers; best practice; examples of good practice from other local authorities etc.
- Develop and maintain effective working relationships with all council officers, customers and partners.
- Commitment to service improvement, to deliver an effective organisation.
- Team management to ensure development of all staff but also addressing performance issues in a supportive way.

Managing Self

- To effectively manage yourself to deliver the service priorities in line with APC guidelines
- Effective time management
- Any other duties commensurate with the grade required to deliver and develop the service as it supports the council's vision, aims and objectives.

Key Stakeholders and reporting lines

- This role will report to the Head of Finance – Finance Business Partnering

Key Stakeholders (note this list is not exhaustive)

- Head of Finance and Section 151 officers
- Chief Executive, Executive Directors, Directors, Senior Managers
- Cabinet and Elected Members
- External bodies and agencies e.g., other Councils, CCG, voluntary organisations, schools etc.
- Grant providers
- Auditors



Person Specification:

ASSESSMENT: Application = **A** | Interview = **I** | Both = **A/I** | Test = **T**

WEIGHT CODE: Shows relative importance. Low = **1** | Medium = **2** | High = **3**

DESCRIPTION	ASSESSMENT	WEIGHT CODE
Behaviours: <i>Refer to corporate behaviours document linked on the microsite.</i>		
Professionalism - Actively seek ways to prevent over-complication or confusion of service delivery through innovation, being open to change and the removal of barriers including challenging negative behaviours	A/I	3
Leadership - Leads by example, optimising those resources allocated, communicates clearly taking account and welcoming feedback. Takes a positive and resilient approach to change understanding the longer-term vision of the Council and/or service areas	A/I	3
Accountability - Adopt a 'can do' attitude in the work that I deliver taking accountability for my own performance and development and responsibility for my actions and decisions. I will demonstrate inclusivity and promote the values of diversity and equality	A/I	3
Transparency - Work with others to reach a common goal; sharing information, supporting colleagues and searching out expertise and solutions from relevant partners and/or communities we serve	A/I	3
Ethical - Aware of own impact on others through valuing openness, treating everyone with respect and listening carefully to understand the views of others in order to build trust	A/I	3
Abilities/Skills:		
Exceptional ability to think strategically ensuring work plans contribute towards corporate objectives and that strategies are appropriately revised	I	3
Excellent ability to deal effectively with change management in large organisation ensuring customer needs are identified and responded to as necessary	I	2
Exceptional ability to adopt an effective approach to complex problem solving, adapting to changes in circumstances and developing appropriate solutions	T	3
Proven ability to inspire, empower and effectively manage resources in a demanding environment	A/I	2



Exceptional negotiation, communication and interpersonal skills, remaining calm and confident in contentious or sensitive situations. With an ability to communicate to people at all levels	I	3
Excellent written skills with an ability to write clear understandable reports for senior managers/elected members	T	3
Substantial ability to design, understand and maintain complex financial information and models	A/I	2
Ability to understand statutory regulations and legislation and apply this in a financial environment	I	3
Proven project management skills	A	2
A strategic thinker with strong analytical and problem solving skills which will support effective decision making in a challenging environment	I	3
Ability to demonstrate confidence and aptitude in the use of information technology	A/I	2
Enthusiastic and proven ability to establish and continue good working relationships and work effectively as part of a team	A	3
Ability to understand new concepts and translate business objectives into strategic and operation activity	I	3
Analysing and interpreting information from a number of sources and presenting the outcome in an appropriate format within set timescales	A/I	3
Knowledge/Experience:		
Comprehensive knowledge of statutory Local Government Accounting Standards, principles, and regulations; range of accounting techniques, practices and procedures	A	3
Extensive knowledge of current local Government financial policy and statutory regulations	I	2
Extensive knowledge of local and national strategies, legislation and policy which impact on services and council as a whole	I	2
Expert understanding of the financial consequences of organisational change	A	3
Excellent knowledge of organisational wide corporate governance	I	3
Extensive experience in development and use of business intelligence tools, financial modelling, options appraisal and analytical techniques	A/I	2



Extensive experience in successfully supporting complex client requirements and change management initiatives in a complex organisation	A	3
Extensive experience of strategic and operational planning	A	3
Substantial leadership and management experience including proven experience in leading and motivating a team to deliver accurate and timely information	A/I	2
Significant experience of working in partnership with others to achieve outcomes	A/I	3
Experience of working in a political environment or other organisation at board level	A	2
Post qualification experience in a large/complex organisation	A	3
Qualification:		
Full CCAB qualification	A	3
Evidence of continued professional development	A	3
Other Essential Requirements		
An awareness of, and commitment to, equality of opportunity	I	2
Awareness of, and commitment to, confidentiality and handling data	I	2

Benefits

As part of our ongoing commitment to make Walsall Council an excellent employer, it is important that our workforce achieves a healthy work life balance.

The council offers a range of employee benefits to suit each individual's lifestyle. Our valued workforce have a wide variety of options available to them and as well as support and advice when needed.

- Generous **annual leave entitlement** of up to 29 days (which rises to 34 days after 5 years continuous local government service), plus 9 concessionary days pa.
- **Flexible working scheme** that allows up to a further 12 days leave per year, working from home opportunities (minimum of 2 days per week required on site) with emphasis on an optimum work life balance arrangement
- Opportunity to join the **Local Government Pension Scheme**, with a generous employer contribution.
- We have a **strong learning environment** and actively promote training and development opportunities to all our employees to help progress and gain new skills.



- **Corporate Membership** – we offer 15% off selected memberships at our leisure centres for employees. The 15% Corporate Membership discount can be applied to the All Inclusive, Gym and Swim, and Family monthly membership packages – Sport and leisure (walsall.gov.uk)
- We have a **genuine commitment to equal opportunities** for our staff and our customers. We aim to employ a representative workforce that reflects the community we serve.

The Application Process

Please find out more and apply by visiting our dedicated microsite online [here](#), in line with the timescales below.

Please submit a CV to our retained search agent, Robertson Bell. Applications will be under continuous review before the closing date, so please submit your CV ASAP to avoid disappointment!

<i>Application Closing Date</i>	Sunday 7th April 2024
<i>Face to Face Interviews</i>	16th & 17th April 2024

For further information contact **Kathryn Moss & Kerry Gashi** at walsallcouncil@robertsonbell.co.uk or 0203 824 7100.