

Post title	Head of Financial Strategy and Best Value
Division / Section	Finance and Procurement
Department	Corporate Services
Responsible To	Director of Finance and Procurement – Section 95 officer
Number of post holders	1
Acting up/ Secondment	No

Purpose of Job

The Head of Financial Strategy and Best Value role at Edinburgh City Council demands a seasoned professional with a proven track record in financial management, strategic leadership, and organisational change. Tasked with spearheading financial transformation initiatives, driving digital enablement, and fostering a culture of prevention-led strategies, the ideal candidate will possess expertise in public financial management while adeptly navigating the complexities of the public sector. They will lead by example, championing collaboration across the Senior Leadership Team (SLT) and business partners to achieve objectives, such as optimising budgets, enhancing digital capabilities, and promoting workforce development. With a focus on cultural change and service redesign, the Head of Financial Strategy and Best Value will play a pivotal role in steering the Council towards its strategic goals, ensuring robust governance and risk management practices underpin every initiative.

To be primarily responsible for the performance, efficiency and delivery of financial budget and transformation strategy for the Council.

The post has responsibility in supporting the Service Director of Finance and Procurement and Section 95 Officer to discharge his/her S95 duties.

MAJOR TASKS/JOB ACTIVITIES

Financial Transformation:

- Lead financial transformation initiatives in collaboration with the Senior Leadership Team (SLT) and Business Partners.
- Responsible for the development of plans to achieve financial sustainability for the annual budget and the medium-term financial strategy.
- Oversee commissioning and contracts management processes to ensure efficiency and effectiveness.

- Develop a comprehensive financial transformation roadmap aligned with the Council's strategic priorities.
- Drive cost-saving strategies while maximizing income generation opportunities.
- Evaluate budget allocations collectively to mitigate risks associated with budget cuts.

Digitally Enabled Organisation:

- Spearhead the digital enablement of the workforce, facilitating system access and streamlined issue reporting.
- Champion the integration of technology to drive improvements through data-driven decision-making.
- Conduct regular reviews of services to optimise digital capabilities.

People and Culture Change:

- Lead cultural change initiatives within the finance function and across the organisation.
- Develop and implement a comprehensive People Strategy, focusing on workforce planning and development.
- Facilitate multi-disciplinary working groups to promote collaboration and knowledge sharing across departments.
- Foster multi-disciplinary and cross-functional collaboration to enhance workforce capabilities.
- Drive organisational change development initiatives to align with strategic objectives.
- Facilitate service redesign efforts to support the strategic narrative of the organisation.

Prevention-Led Organisation:

- Define and promote a shared understanding of prevention and early intervention across the organisation from a financial perspective.
- Align financial transformation efforts towards a prevention-led approach.
- Lead the redesign of services to prioritise prevention and early intervention strategies.
- Ensure robust governance, risk management, and assurance processes are in place to support delivery.
- Strengthen governance and assurance processes to mitigate risks associated with the transition to a prevention-led model.

Other:

- Ensure and demonstrate the services provide Best Value.
- Set standards, policies and procedures which ensure compliance with statutory responsibilities, national legislation, standing orders, delegated authority, Council policies, aims and objectives.
- Lead on identifying and establishing effective management arrangements for key risks within the service, compliant with the Council's risk management policy and framework.
- Identify opportunities for continual improvement and demonstrate effective management of change within a complex internal and external environment particularly during a time of restructure.
- Support the Council's democratic process, including scrutiny, local development committees, meetings of the Council and Elected Members.
- Responsible for supporting the delivery and improvement of outcomes for customers, working in close partnership with service managers in both directorates and localities.

Supervision and Management of People (Numbers and type of staff)

The post will be responsible for the planning, co-ordination, and management of a service area and as such will have a team reporting directly to them.

The post is required to take on responsibility for the leadership and development of these service managers, including consideration of succession planning and resilience to ensure business continuity.

Creativity and Innovation

- Take financial responsibility for the change programme to deliver alongside business partnering teams and services the savings required to set a balanced budget.
- The post will develop and implement proposals relating to the policy, procedures and strategic development of a major service area covering a range of diverse financial services.
- This will involve developing totally new approaches and key policy initiatives in a wide range of subject areas impacting across the Council and the city.
- Enhance Medium Term Financial strategy and budget strategy – include more detailed risks and scenario planning
- Implement Prevention reporting to identify opportunities to realign budget to preventative services to contribute to reducing the budget gap
- Design and implement a framework for activity-based costing reporting with the BP team
- Review budget on a zero basis to identify opportunities for best value proposals in the budget.

Contacts and Relationships

Contacts will relate to the development and delivery of a major Council service area and as such will have a wide-ranging impact on budgets, merging services etc.

The post will represent the Council to a range of external stakeholders and should present a positive impression of the Council.

The post will represent the Council on a range of external bodies and will have the authority to commit the Council to a course action with major implications for council budgets etc.

The post will also provide expert advice and guidance to the highest level of the Council.

Decisions (Discretion)

The post will make strategic decisions on the future.

The post will have the final decision on all advice, recommendations and proposals presented to Chief Officials, Elected Members and committees relating to policy, service practice and provision for a range of major services across the Council and the City.

Decisions (Consequences)

Decisions will have a major impact across a range of major services covering the whole Council.

Resources

The post will be the budget holder for a non-staffing budget of over £0.1 million per annum.

The post will have responsibility for the preparation of a budget strategy for a budgets totalling £1.3bn and giving appropriate financial advice.

Environment – Work Demands

The post holder will strategically manage a major service area interpreting the changing local and national factors impacting on the service.

Operational matters requiring an immediate response will normally be dealt with by the operational and service managers reporting to this post.

Environment – Physical

Although the post may be exposed to some physical demands these will be predominantly within the range of normal office-based activities.

Environment – Working conditions

Although the post may be exposed to some adverse working conditions these will be predominantly within the range of normal office-based activities.

Environment – Work Context

Although the post will have some requirement to take care in relation to the working environment, work activities and dealing with people this will not be more than the normal required of a Council employee.

Knowledge and Skills

The post requires a CCAB (Consultative Committee of Accountancy Bodies) qualification.

The post will also require extensive knowledge and skills in a range of financial services to the extent that they can manage a major service area involving the delivery of specialist services requiring these disciplines.

This will usually mean the post holder is qualified to degree or postgraduate level and will have an additional management qualification or extensive management experience.

Health and Safety

The Council must abide by relevant health & safety and employment law, as well as the common law duty of care. All members of staff are required take care for their personal health and safety and that of others who may be affected by their actions or inactions. You are therefore required to carry out your duties in a safe manner in accordance with instructions and in compliance with safety rules/procedures, regulations and codes of practice. You are required to advise your line manager if you become aware of any unsafe practice or condition or if you have any other safety concerns and should comply with accident and near-miss reporting procedures.

If you supervise, manage or lead other staff, you are also responsible for ensuring that the Council's operations are carried out in such a way that ensures, so far as is reasonably practicable, the health, safety and welfare of those staff and that of any others who may be affected. You will therefore conduct relevant risk assessments and assign duties with appropriate instructions, in compliance with safety rules/procedures, regulations and codes of practice. You will address and/or escalate any issues of any unsafe practice, condition, or any other safety concerns you identify or that are brought to your attention, taking appropriate advice as necessary and will ensure that accident and near-miss reporting procedures are understood and complied with.