

Job Description

Post title	Senior Capital Accountant and Financial Modelling Lead A5041		
Grade	N11	Evaluation	672 Points
Directorate	Finance and Investment		
Team	Finance		
Reporting to	Head of Finance		
Responsible for	N/A		

Job Purpose

- To lead in the provision of financial and business case analysis, commercial financial advice and technical financial expertise to the Combined Authority's Bus Reform projects.

Duties and responsibilities

Listed below are the responsibilities this role will be primarily responsible for:

- To lead on the development of detailed complex financial modelling and analysis of costs, affordability and financing issues around different proposed options for the Franchising Scheme Assessment, working as part of a multi-disciplinary project team including external advisors.
- To provide financial expertise and develop associated guidance relating to the Bus Reform project, which may include provision of briefings for Members and senior officers and input to Cabinet reports along with attendance at committees and officer groups.
- Ensure effective financial support to the Director of Finance and Investment, Chief Executive, Directors, Heads of Service, the Elected Mayor and Cabinet Member(s).
- Lead on the commercial finance aspects of major procurement activity for particular areas of responsibility.

- To ensure there are sound medium and long-term financial plans for Capital and Revenue investment and that these are subject to regular review to confirm the continuing relevance of assumptions and compliance with regulations.
- To effectively apply risk management methodologies to ensure that risks are identified, mitigated and monitored.
- Ensure resources and budget are available for the effective delivery of the project.
- To provide employee supervision, coaching and mentoring as appropriate.
- To represent the Combined Authority on relevant external bodies as required.

Organisational responsibilities

- **Communication**

We communicate effectively with our peers, partners and local authorities and work collaboratively to provide the best possible outcomes. Communication between teams, services and partner organisations is imperative in providing the best possible service to the region.

- **Confidentiality**

All members of staff are required to undertake that they will not divulge to anyone personal and/or confidential information to which they may have access during the course of their work.

All members of staff must be aware that they have explicit responsibility for the confidentiality and security of information received and imported in the course of work and in using organisation information assets.

- **Health, Safety and Wellbeing**

We take responsibility for health, safety and wellbeing in accordance with the North East CA Health and Safety policy and procedures.

- **Performance Management**

We promote a culture whereby performance management is ingrained and the highest of standards and performance are achieved by all. You will contribute to the organisation's appraisal processes to ensure continuous learning and improvement and to increase organisational performance.

All members of staff will receive appraisals and it is the responsibility of each member of staff to follow guidance on the appraisal process.

The above is not exhaustive and the post holder will be expected to undertake any duties which may reasonably fall within the level of responsibility and the competence of the post as directed by your manager.

Values and Behaviours

Our values and behaviours are the things that are important to us, individually and as a team. They articulate the way we want to conduct ourselves. Combined, they work together to make us who we are and we use them to anchor all that we do. The North East CA values are:

- Strive for brilliance
- One team
- Drive sustainability
- Make it happen
- Be inclusive

Equalities and Diversity

We are committed to creating a fairer North East where everyone can thrive with aspirational jobs, new skills, and better homes. All employees are responsible for taking proactive steps to eliminate discrimination, advance equal opportunities and foster good relationships in every aspect of their work.

Special requirements of post

- **DBS**

This post is not subject to a disclosure.

- **Politically restricted**

This post is not designated as a politically restricted post in accordance with the requirements of Section 1(5) of the Local Government and Housing Act 1989 and by regulations made from time to time by the Secretary of State.

Person specification – Senior Capital Accountant and Financial Modelling Lead

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Fully qualified member of a recognised professional accounting body (e.g. ACCA, CIMA, ICAEW, CIPFA). Evidence of continued professional development 	
Experience	<ul style="list-style-type: none"> Significant experience in a senior finance role. Experience in financial modelling for capital and revenue investments. Proven track record of successful financial planning, management and reporting. Experience in working closely with service areas and multi-disciplinary project teams to provide financial insights and support decision-making. Demonstrable experience in presenting content to a range of audiences including senior management and other stakeholders. Experience in developing and implementing financial strategies and plans. Experience with local government or public sector associated financial systems and regulatory requirements. 	<ul style="list-style-type: none"> Experience in a senior finance role within combined authority, local government or public sector environment. Development of financial models for Transport networks. Experience with Transport finance particularly in relation to the bus network. Experience in managing change and driving continuous improvement in financial processes.
Skills and Knowledge	<ul style="list-style-type: none"> In-depth knowledge of local government finance including budgeting, forecasting, and financial reporting and associated organisational practices and procedures. 	<ul style="list-style-type: none"> In-depth knowledge of Transport finance, including the bus network.

	<ul style="list-style-type: none"> • Understanding of the political and economic context in which local government operates. • Knowledge of relevant financial legislation, regulations and best practices. • Strong analytical and problem-solving skills with the ability to interpret complex financial data. • Excellent communication and interpersonal skills, with the ability to influence and challenge senior stakeholders. • Strong financial modelling skills including modelling financial impacts of multiple scenarios and inputs. • Proficient in the use of financial management systems and advanced Excel skills. • Ability to manage multiple priorities and work under pressure to meet deadlines. • Strong commercial acumen and ability to work with and manage external advisors. • Strategic thinking with the ability to contribute to the overall direction and performance of the organisation. • Excellent organisational skills including planning the use of people and resources to meet deadlines. 	<ul style="list-style-type: none"> • Knowledge of national government Transport policy and priorities.
<p>Personal Qualities</p>	<ul style="list-style-type: none"> • Proactive and innovative approach with a commitment to continuous improvement. • High level of personal integrity and commitment to ethical standards. • Ability to maintain confidentiality and security. • Strong commitment public service and delivering value for money. • Ability to work collaboratively with a wide range of internal and external stakeholders. • Resilient and adaptable, with the ability to respond to changing priorities and demands. 	