



LONDON BOROUGH OF MERTON
CORPORATE SERVICES DEPARTMENT
JOB DESCRIPTION

POST TITLE:	Financial Strategy Manager
Grade:	MG1
Department:	Corporate Services
Location:	Various offices according to the needs of the service
Responsible to:	Head of Business Planning
Responsible for:	Producing and maintaining the council's financial strategy
	Management of: Financial Strategy Officer Capital Accountant Capital Programme Officer Accounting Trainees as allocated
Post number:	tbc
	Date: October 2010

MAIN PURPOSE

- To be responsible for the council's financial strategy and capital accounting.
- To participate in the management of the Business Planning team.

MAIN DUTIES AND RESPONSIBILITIES

Professional

- To provide advice to the Head of Service and managers across the authority on financial strategy and capital accounting.
- To keep abreast of developments in local government funding, financial strategy and capital accounting, and ensure that the council's arrangements operate in compliance with legislative and regulatory requirements and good practice.
- To produce and maintain the council's financial strategy, liaising as required with central government departments, external agencies and other local authorities.
- To identify and forecast the funding and income available to the council, together with the risks associated with each source of finance and potential impact of such risks.
- To identify and advise on ways in which the council can maximise the financial resources available to it.



- To identify, forecast and analyse the impact of corporate spending pressures, together with the risks associated with these pressures and the potential financial impact of such risks.
- To oversee the council's arrangements for capital accounting and financial management of the capital programme.

Managerial

- To manage financial strategy and capital accounting staff and trainees as allocated, in accordance with council policies and procedures, legislative and regulatory requirements.
- To participate in intra- and inter-departmental working parties and to ensure that such groups receive appropriate contributions from the Division.
- To represent the Head of Service, Assistant Director or Director as relevant at external meetings.
- To undertake such other duties of a comparable nature elsewhere in the organisation as may be required to facilitate management development and service flexibility.
- Any other duties as requested by the Head of Service or Director.



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CORPORATE SERVICES DEPARTMENT
PERSON SPECIFICATION**

POST TITLE: Financial Strategy Manager

Grade: MG1

Date: October 2010

Qualifications and Experience

Professional and post specific requirements

- Full professional membership of CIPFA or equivalent (ACA, ACCA, CIMA)
- Experience of financial planning / strategy / identifying and forecasting available funding and income

Skills and Knowledge

Professional and post specific requirements

- Knowledge of local government finance, accounting practice and the regulatory framework
- Understanding of the sources of funding and income for local authorities and the associated risks
- Understanding of local authority expenditure and the associated pressures and risks
- Understanding of capital investment prioritisation and financial management of capital programmes

Managerial and personal requirements

- Good communication skills, both orally and in writing
- Excellent numeracy skills
- Understanding of the role of support services
- Understanding of the principles of value for money
- Clear understanding of ways in which the council's policy of equality in employment and service provision can be reflected in all aspects of work of the team
- Understanding of the council's vision and mission statement and how they relate to the work of the team

Personal Style and Behaviour

Please refer to LB Merton's Model of Leadership Behaviours (attached)