

Job Profile

Senior Finance Business Partner

Job Title: Senior Finance Business Partner

Job Grade: Level 6 Zone 1

Salary Range: £63,268 - £76,802

Our mission is to preserve resources and the environment for future generations by exemplary planning, innovation and communication in managing north London's waste. We serve two million residents in seven boroughs and run communications and engagement campaigns to help them reduce their rubbish and recycle more. We campaign for government and industry action to reduce unnecessary single-use items, encourage reuse and repair and promote effective recycling.

To help tackle the climate emergency and to prevent rubbish going to landfill, we are building the greenest Energy Recovery Facility in the country and modern recycling facilities at the Edmonton EcoPark, through the [North London Heat and Power Project](#).

NLWA staff are employed by London Borough of Camden and benefit from Camden's recruitment, pension, and HR policies.

You will be expected to adhere to NLWA values which are:

Safety: We protect the health, safety and wellbeing of everyone involved in, and using, our services.

Accountability: We are accountable to Members and to each other for delivering our responsibilities.

Ambition: We work to the highest standard and aim for continuous improvement in all we do.

Inclusivity: We have strong relationships with all our partners and create a positive work environment where everyone matters.

Integrity: We celebrate success, we learn from setbacks, we promote transparency and respect in our work

In addition to NLWA values are the Corporate Services core principles which are:

Respect time: We respect other people's time as we do our own

Set realistic expectations: We set, manage and deliver to realistic expectations

Stakeholder excellence: Treat your stakeholders with the utmost empathy

Don't be too hard on yourself: Try your best on everything you do and don't worry if it isn't perfect

The Corporate Services Team will act as a thread across everything we do in NLWA. We will be NLWA's heartbeat. We will deliver upon the trust that we build with our colleagues and stakeholders. We will accept challenge as an opportunity to grow, learn, improve, and innovate.

About the role

The finance team play in a significant role in ensuring the smooth running of the Authority, which has an operating budget of £77 million and a multi-year capital programme of £1.2billion. The Senior Finance Business Partner role will shape our service delivery to budget holders by shaping financial policy and decision making across the Authority, driving innovation and value for money. Responsibilities are diverse and include leading on the provision of financial management and advice to budget holders for both operational and project disciplines.

The Post holder will deliver the budgeting and forecasting process for the Authority, ensuring that this is in line with relevant legislation and the CIPFA Code of Practice for Local Authorities. This will include developing key non-financial indicators that can be measured and reported on an ongoing basis to support a better understanding of the Authority's key drivers.

In consultation with senior managers, the postholder will prepare and report on the Authority's revenue and capital budget resource requirements, including the preparation of capital and treasury function 'Prudential Indicators', to ensure that the Authority has sufficient resources to fund the cost of its statutory waste disposal obligations. On a monthly basis, this will include reporting to Senior Management, highlighting variances and areas of risk, and recommending corrective action where appropriate.

Authority Members are key stakeholders and the postholder will be required to prepare papers for and attend meetings of the Member Finance Working Group.

The postholder will lead on financial aspects of the capital programme, working proactively with the Project Director on multiple procurements and work with colleagues to ensure that financial aspects of business cases and reports are consistent with HM Treasury 'green book'. This will require the preparation of financial models to demonstrate that the Authority has fully considered the affordability of projects, that option appraisal is robust, that options chosen are value for money and that the Authority can clearly demonstrate the anticipated costs that will be charged to constituent boroughs in future.

The Postholder will lead on ensuring that funding arrangements are in place for the capital programme and ensure that these arrangements are proactively managed. This will include consultation with the London Borough of Camden Treasury team and the Authority's Financial Adviser, who are key stakeholders. He/she will have to keep abreast of market development to ensure that the borrowing strategy remains optimal to reflect changes in Government policy and movements in the financial markets.

The Authority is transitioning to being the owner of a number of infrastructure assets. This will require the postholder to lead on a number of finance change projects to ensure that systems and process are in place to support the organisation and its subsidiary company

With the responsibility for budgeting, the postholder will also develop a strong working relationship with officers in the seven constituent boroughs to ensure that they have the information they require to inform their own budgeting and reporting processes.

The postholder will also lead on providing advice and training to budget holders and external stakeholders, communicating effectively to ensure they have a clear understanding of financial requirements and processes, provide timely reporting which will identify variance to budget and forecasts, identifying mitigating actions where necessary.

About you

You will be a CCAB qualified (or similar qualification/experience) accountant and have experience of budgeting and financial processes within public sector organisations, and be able to work with Senior managers within the Authority to provide reports and high level financial advice.

You will be able to develop work-plans and timetables and communicate the deadlines to others to ensure that your timetables are adhered to.

You will have the ability to oversee the management of key financial systems and accounting records in order that regular, comprehensive monitoring and reconciliation takes place to minimise the risk of error or fraud and maximise cash flow in order to minimise the external borrowing requirement.

You will have effective communication skills, both written and verbal, be able to present complex financial information in an understandable way so that you can influence senior officers, Authority Members and external stakeholders and provide them with confidence that the organisation has sound financial controls.

You will have experience of introducing and maintaining initiatives to improve the Authority's financial controls.

You will be able to develop and deliver financial training programmes for staff to improve their financial understanding.

You will have experience of implementing counter fraud measures.

You will have the ability to create and interpret long term financial models.

Work Environment:

The NLWA offices are in Tottenham Hale; 2 minutes from the Underground and rail station with great service and amenity links close by. There is also substantial opportunity for home working and alternative flexible working options are available/open to discussion.

People Management Responsibilities:

The postholder will have line management responsibility for at least one member of staff.

Relationships:

The post holder will report to the Head of Finance and work alongside the Senior Finance Manager. These officers are part of the wider Finance team, reporting to the Director of Corporate Services. The NLHPP Programme Director is a key stakeholder. The post holder will work closely and collaboratively with colleagues across the team to ensure that Corporate Services objectives are delivered.

The post-holder will work closely with the Authority's Financial Adviser and Camden finance team, through whose system the Authority conducts its financial transactions.

The Authority manages the waste of seven boroughs. The postholder will work with stakeholders in the boroughs to ensure that financial issues are communicated so that there is a shared understanding of outstanding balances and future plans.

Over to you

We're ready to welcome your ideas, your views, and your rebellious spirit. Help us redefine our corporate services, and we'll redefine what a career can be.

Is this role Politically Restricted?

This role is politically restricted, which means individuals holding these posts cannot have active political role.

Diversity & Inclusion

We want Camden Council (NLWA) to be a great place to work and to ensure that our communities are represented across our workforce. A vital part of this is ensuring we are a truly inclusive organisation that encourages diversity in all respects, including diversity of thinking. We particularly welcome applications from Black, Asian and those of Other Ethnicities, LGBT+, disabled and neurodiverse communities to make a real difference to our residents so that equalities and justice remains at the heart of everything we do.

Click [Diversity and Inclusion](#) for more information on our commitment.

Agile working

At Camden we view work as an activity, not a place. We focus on performance, not presenteeism. We create trusting relationships, we embrace innovation rather than bureaucracy and we value people. Collaboration is the Camden way, silo working isn't.

At Camden we are proud to be one of Hire Me My Way's inaugural campaign supporters. Hire Me My Way is a national campaign led by Timewise, designed to increase the volume of good quality jobs that can be worked flexibly in the UK (www.HireMeMyWay.org.uk). Hire Me My Way aims to treble the number of available good quality flexible jobs to 1 million by 2020.

Asking for Adjustments

Camden is committed to making our recruitment practices barrier-free and as accessible as possible for everyone. This includes making adjustments or changes for disabled people, neurodiverse people or people with long-term health conditions. If you would like us to do anything differently during the application, interview or assessment process, including providing information in an alternative format, please contact us on 020 7974 6655, at resourcing@camden.gov.uk or post to 5 Pancras Square, London, N1C 4AG,