Role Profile

Job Title	Head of Financial Sustainability Programme Delivery
Location:	**Colindale/Hybrid**
Directorate:	Strategy and Innovation
Service:	Financial Sustainability Programme Delivery
Grade:	**Grade 8**
Salary Range:	**82,784 - 92,661**
Reports to:	Assistant Director – Financial Sustainability Programme Delivery

1. Job Purpose:

To lead coordinated delivery of the Council's Financial Sustainability Programme, translating strategic direction into a prioritised and controlled portfolio of savings, cost avoidance, income, productivity and service transformation activity.
The postholder will provide programme grip, direct delivery capacity on priority programmes and objective assurance to the wider portfolio.
The postholder will:

- Lead the Financial Sustainability Programme Delivery function and deploy its capacity against agreed priorities.
- Convert strategic priorities into deliverable programmes with clear scope, ownership, milestones, resources, dependencies and benefits.
- Lead allocated complex or cross-cutting programmes from mobilisation through implementation, benefits realisation and transition into business as usual.
- Assure service-led programmes and intervene proportionately, in consultation with the relevant SRO and governance board(s), where value, complexity or delivery risk require it.
- Provide clear advice, challenge and escalation to the Assistant Director and relevant governance bodies.

2. Key accountabilities:

Programme Leadership and Delivery

- Personally lead assigned programmes end to end, ensuring agreed outcomes are delivered at pace and embedded sustainably.
- Identify and coordinate mechanisms to manage cross-programme dependencies, constraints and competing demands, securing decisions or escalating barriers that cannot be resolved at programme level.
- Work with services and corporate specialists to develop and implement viable opportunities in service transformation, prevention, demand management, productivity, income generation, commercial improvement and cost control.

- Coordinate multidisciplinary input from Finance, Performance, Digital, Organisational Development, Commercial, Procurement, Communications and other functions.
- Intervene early where milestones, benefits, quality or delivery confidence are at risk, agreeing recovery action with accountable service leaders.
- Ensure implementation includes proportionate workforce, engagement, communication and capability planning, with clear ownership on transition to business as usual.
- Apply and continuously improve proportionate programme and project management disciplines across the portfolio, in accordance with the agreed council wide approach to project management.

Service Partnership, Evidence and Improvement

- Build trusted relationships with senior and operational leaders, balancing support, constructive challenge and clear accountability.
- Help services convert opportunities into robust business cases and implementation plans that address capacity, statutory duties, equality impacts, service quality and resident outcomes.
- Facilitate structured problem solving and option development using financial, operational, performance, workforce, benchmarking and resident insight.
- Quality assure analysis, assumptions, options, costs, benefits, risks and implementation requirements, highlighting uncertainty and the consequences of delay or non-delivery.
- Promote cross-council solutions and draw on external evidence, networks and learning where these add value.

Portfolio Governance, Assurance and Benefits

- Maintain an integrated portfolio plan, delivery dashboard, risk and issue framework, dependency map and benefits view.
- Establish clear programme structures, sponsorship, decision rights, tolerances, reporting cycles, escalation thresholds and gateway requirements.
- Set minimum delivery and reporting standards and escalate incomplete, inaccurate or late information through agreed governance routes.
- Ensure each initiative has an accountable service owner, credible delivery plan, agreed financial assumptions, measurable benefits and appropriate governance.
- Work with Finance to define, evidence, track and reconcile savings, cost avoidance, income and efficiency benefits with the Medium-Term Financial Strategy and annual budget process.
- Provide objective assurance on priority, high-value or high-risk programmes, clearly distinguishing confirmed delivery, forecast delivery, emerging opportunity and benefits at risk.
- Lead or support gateway reviews, deep dives and recovery planning, and provide concise, decision-focused reports to senior leadership, Members, scrutiny, audit and assurance forums.

Leadership and People Management

- Provide visible, inclusive and purposeful leadership to the Financial Sustainability Programme Delivery team.
- Set clear priorities, roles, standards and outcomes, and allocate resources from the Programme according to organisational value, urgency and delivery risk.
- Lead, coach and develop staff, managing performance, wellbeing, capacity and development in line with Council policies.
- Create a high-support, high-challenge culture in which issues are surfaced early, evidence is tested and colleagues work effectively across professional boundaries.
- Role model integrity, respect, inclusion and responsible stewardship of public resources.

Corporate Leadership Responsibilities

- Contribute to Council leadership beyond the immediate Programme, promoting shared responsibility for financial sustainability and resident outcomes.
- Champion cross-council working and align corporate support around service delivery priorities.
- Provide calm, solutions-focused leadership through complexity and organisational change.
- Advise the Assistant Director on systemic barriers, capability gaps, emerging delivery themes and opportunities requiring strategic attention.
- Act as a credible ambassador for Barnet Council and the Financial Sustainability Programme.

3. Financial Responsibilities:

- 1) Maintain effective controls for risk, issues, change, decisions, records and assurance, and respond promptly to scrutiny, audit and agreed recommendations. Actively manage mitigations where required.
- Manage budgets and resources assigned to the function, demonstrating value for money and securing appropriate returns from commissioned or specialist support.
- Ensure business cases, forecasts and benefits reports are evidence based and developed jointly with Finance and accountable service owners.
- Provide robust Programme intelligence, delivery forecasts, risks and options to support the Medium-Term Financial Strategy and annual budget process.
- Ensure Programme activity complies with the Council's governance framework, financial regulations, procurement requirements, information governance standards, equality duties and relevant legislation.
- Advise the Assistant Director, SROs and governance boards promptly where forecast benefits, delivery costs or resource requirements vary materially from agreed assumptions.

4. Staff Responsibilities

1) Financial Sustainability Programme Delivery team c.3 direct reports plus matrix responsibilities

5. Health and Safety Responsibilities:

As a manager of the London Borough of Barnet, you are required to:

- Abide by of Barnet's health and safety policy, associated arrangements, and implement the Senior manager's/Director's responsibilities set out therein.
- Complete mandatory health and safety training
- Ensure strategic/service plans take account of health and safety risks and effects on employee wellbeing
- Monitor health and safety compliance arrangements and take action where there are concerns
- Include health and safety in regular management team/board meetings
- Lead by example, monitor and enforce health and safety compliance of managers
- Ensure sufficient resources are allocated to managing risk

6. Promotion of Corporate Values

To ensure that customer care is maintained to the agreed standards according to the council's values. To ensure that a high level of confidentiality is maintained in all aspects of work. Our values:

Caring / **L**earning to Improve / **I**nclusive / **C**ollaboration

7. Flexibility

In order to deliver the service effectively, a degree of flexibility is needed and the post-holder may be required to perform work not specifically referred to above. Such duties, however, will fall within the scope of the post, at the appropriate grade.

8. The Council's Commitment to Equality

To deliver the council's commitment to equality of opportunity in the provision of services. All staff are expected to promote equality in the workplace and in the services the council delivers.

PERSON SPECIFICATION

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Criteria	**Essential/Desirable**	**Assessed by**
Professional Membership/Qualification		
• Educated to degree level, or equivalent by experience	Essential	Application
• Professional qualification in programme or project management or a related discipline.	Desirable	Application
Experience & Knowledge		
Proven experience of personally leading complex programmes from mobilisation through implementation, benefits realisation and transition into business as usual.	Essential	Application/Interview
Experience of establishing programme structures, decision rights, tolerances, governance, resource plans and integrated delivery controls.	Essential	Application/Interview
Experience of leading programme recovery where delivery confidence, affordability, benefits or stakeholder commitment were at risk.	Essential	Application/Interview
Substantial experience of leading transformation, financial sustainability or organisational improvement in local government, the wider public sector or a similarly complex environment.	Essential	Application/Interview
A track record of translating strategic priorities into controlled delivery plans and achieving measurable financial, service or organisational benefits across a multi-service portfolio.	Essential	Application/Interview
Strong understanding of local government finance, including the relationship between the Medium-Term Financial Strategy, annual	Essential	Application/Interview

budgets, savings delivery, demand, performance and service planning.		
Experience of developing and quality assuring business cases, delivery plans, benefits frameworks, risk controls and executive-level reporting.	Essential	Application/Interview
Experience of supporting and challenging senior leaders, managing multidisciplinary delivery, and embedding change into operational practice. Experience of leading, managing and developing a professional team and deploying limited resources across changing priorities.	Essential	Application/Interview
Experience of financial sustainability programmes within local government	Desirable	Application/Interview
Knowledge of modern local government operating models, commissioning, commercial approaches, digital transformation and organisational design.	Desirable	Application/Interview
Experience of benefits-led portfolio management and multidisciplinary transformation delivery.	Desirable	Application/Interview
Skill & Ability		
Highly developed programme, portfolio, performance, risk and benefits management skills, with sound judgement about proportionate control.	Essential	Application/Interview
Strong financial and analytical capability, including the ability to interrogate complex information, test assumptions and reach evidence-based conclusions.	Essential	Application/Interview
Ability to lead through influence, partnership and professional credibility across organisational boundaries.	Essential	Application/Interview
Excellent facilitation, negotiation and stakeholder management skills, including the ability to address resistance and maintain delivery momentum.	Essential	Application/Interview
Ability to create clear ownership across strategic, service, programme and project accountabilities.	Essential	Application/Interview
Excellent written and verbal communication, producing concise and decision-focused advice for senior and political audiences.	Essential	Application/Interview
Ability to operate in ambiguity, manage competing priorities, identify systemic dependencies and make sound judgements with incomplete information.	Essential	Application/Interview
Political awareness and the ability to work sensitively in a democratic local government environment.	Essential	Application/Interview

Values & Behaviours		
Caring		
Integrity- I work with candidates and colleagues in a way that builds trust.	Essential	Application/Interview
Empathy- I say "thank you" and "well done" where appropriate, and take time to 'check in' to see if the people I work with are ok	Essential	Application/Interview
Support- I support my colleagues to deliver excellent services. I focus on resolving any issues and capturing lessons learnt	Essential	Application/Interview
Learning to Improve		
Insight- I regularly rely on evidence and professional standards to support my work and decision making.	Essential	Application/Interview
Agile-I am fully empowered to act within the scope of my role	Essential	Application/Interview
Growth Mindset- I take responsibility for my own personal development, growth and learning and support others with their learning and development where I can	Essential	Application/Interview
Inclusive		
Personal Responsibility- I am curious about what is important to others around diversity. I reflect and act upon this curiosity to improve my own understanding	Essential	Application/Interview
Engage with discomfort- I am open to and reflect on what makes me uncomfortable and use my engagement with others to challenge myself and constructively challenge others	Essential	Application/Interview
Champion Diversity- I recognise the advantages and importance of equality, diversity and inclusion in delivering outcomes for residents, and take an active role to ensure they are implemented and integrated in everything I do.	Essential	Application/Interview
Collaborative		
One Team- I actively and purposefully build my network of relationships with people across the Council and with partners. I proactively seek	Essential	Application/Interview

feedback and evidence as a way of learning from and improving the way I work with others		
Accountable- I accept responsibility for my own actions and decisions, and demonstrate commitment to ensuring these align to what is best for Barnet	Essential	Application/Interview
Outcomes Focused- I adapt my way of working to best suit the outcome we are trying to achieve within the scope of my role and professional standards	Essential	Application/Interview