

**Manchester City Council
Role Profile**

**City Treasurer SS5
Corporate Services Directorate
Reports to: Chief Executive**

**Grade: Band SS5
Member of Strategic Management Team)**

Role portfolio

Overall purpose of the role

Reporting directly to the Chief Executive of Manchester City Council, this role will provide visionary strategic leadership to Finance and Procurement service and the wider organisation.

Through dynamic and effective leadership will deliver significant and sustained improvements to the quality and efficiency of public services to provide the most effective services and best outcomes possible for Manchester's residents and partners and ensure that the city plays a full part in national, regional and sub regional activities.

The roleholder will drive linkages and greater coordinated working with partner organisations and on a national level to ensure that the authority delivers our key political, organisational and strategic priorities.

Will work to influence national decision making and improve outcomes for Manchester residents. supporting relevant discussions with government including on business rates retention.

The roleholder will provide direct support to elected Members, Committees, services and other stakeholders on matters relating to their portfolio area.

Lead on budget and budget monitoring elements of business planning and the ongoing development of strategic commissioning.

Leadership and financial accountability for the delivery of the integration of health and social care as a member of the Health and Well Being Board Group, Joint Commissioning Executive and associated forums, acting as a GM representative on the Health and Social Care Partnership Board and Financial Executive and other forums as required, to join up and integrate the financial position and reporting.

Playing an active role as a member of GMAMT and other various GM finance forums and the need to work with GMCA.

Provide expert finance advice and leadership to ensure funding changes at national and local level are incorporated into financial planning and delivery.

Role context

Responsibility for

- Monitoring of £770m MCC net budget and developing arrangements with health partners for over £1bn of health and social care spend in Manchester.
- Monitoring of the £1bn capital programme
- Responsibility for Procurement function and Audit and Risk Management
- Treasury management strategy and capital resourcing and financing decisions
- A range of specific statutory duties in the areas of expenditure approvals, including pensions decisions and appeals

Key responsibilities

Manchester's Section 151 officer as specifically defined under the Local Government Act 1972 and whose responsibilities are expanded upon in the Local Government Finance Act 1988. There are specific statutory and constitutional responsibilities attached to the role. This is one of the three roles in place to ensure that the council makes lawful decisions.

Responsibility for Financial Management, the Commercial Governance Service and the Procurement function. The Commercial Governance Unit has responsibility for the Company Secretary function as well as providing oversight of all commercial transactions.

Supporting development of strategy for the city and ensuring the deployment of resources (capital, revenue and balance sheet) aligned to strategy and maximum value obtained.

As a member of SMT work to drive the development and delivery of long term business transformation activity that is widely owned and understood at all levels within the organisation, from development of strategy and leadership for Medium Term Financial Plan and Capital Strategy.

Responsibility for Performance and the Business Planning Process and Capital Programme Delivery.

Chair of Commercial board and input into councils commercial activities as well as providing expert financial advice in a Section 151 capacity.

Responsible for delivery of strategic financial planning, the provision of financial advice and information for service managers and councillors and the maintenance of a sound financial management framework.

The City Treasurer will have a leadership role across a number of Corporate Plan priorities as well as a DMT leadership role for continued delivery of Corporate Core efficiencies.

Represent the organisation at senior level and in external environments to drive effective partnership working to achieve outcomes for Manchester, with a high level of involvement and leadership at Greater Manchester level and beyond.

Drive the delivery of a high quality, customer focused and efficient Financial Management service that supports the authority in achieving its overall strategic objectives and delivery of the Corporate Plan within an environment of significantly reduced public sector resources.

Ensuring that the Council has in place a robust framework for financial governance, management and control, and appropriate mechanisms in place to provide assurance that these frameworks are operating effectively.

Key Role Descriptors:

This role is part of Manchester City Council's Strategic Management Team, which provides overall leadership to the organisation. This post will have responsibility and accountability for a directorate comprising a group of services which work to deliver Council and citywide priorities.

The role holder will direct and lead cross-boundary working to deliver the most effective and efficient world-class services and the best outcomes possible for Manchester's communities and partners and ensure that the City plays a full part in national, regional and sub regional activities.

The role holder will drive coordinated working and strategic thinking with partner organisations and on a national level to ensure that Manchester delivers our key political, organisational and strategic priorities.

The role holder will provide leadership, vision and strategic direction in corporate policy development and delivering organisational change and will be a key driving force in the implementation of Public Service Reform.

Shows passion for Manchester throughout their work and in their behaviour, championing Manchester in everything they do.

Act as lead accountable officer for the relevant statutory area ensuring statutory regulations are upheld to safeguard the organisation and the population of Manchester.

Foster commitment, talent and fresh thinking, challenging yourself and others and take responsibility for their own development and promoting continuous learning to enhance the professional development of employees.

Through personal example, open commitment and clear action, ensure diversity is positively valued, resulting in equal access and treatment in employment, service delivery and communications.

Where the roleholder is disabled every effort will be made to supply all necessary aids, adaptations or equipment to allow them to carry out all the

duties of the role. If, however, a certain task proves to be unachievable, job redesign will be given full consideration.

Behaviours, skills, and technical requirements

Our Manchester Behaviours

- We work together and trust each other
- We're proud and passionate about Manchester
- We take time to listen and understand
- We 'own it' and aren't afraid to try new things.
- We show that we value our differences and treat people fairly

Generic Skills

- **Partnership and collaborative working:** Strong, visible and positive leadership with a proven ability to build and maintain strong networks of support both internally and externally and to forge effective partnerships with external agencies, voluntary and statutory, and key stakeholders for the continuous improvement of services. The ability to harness the full commitment and responsibility of all key stakeholders in delivering the vision of excellence for the city is critical to success.
- **Communication and Influence:** Excellent communication, both oral and written. A skilled communicator in terms of the political/officer interface. Shows integrity, creates rapport, trust and confidence. The role demands ability to sell ideas and concepts, articulate shared visions across a range of stakeholders and to negotiate effectively to achieve successful outcomes.
- **Strategic Thinking:** Demonstrates a high level of political awareness and links strategies for continuous improvement with the drive to achieve national, corporate and departmental standards and goals. A dynamic and forward thinking individual in terms of leadership.
- **Strategic Planning:** Strong evidence of successfully leading and managing the implementation and delivery of strategies and programmes which cross agency and service boundaries. Clear evidence of effective, outcome-focused strategic planning.
- **Financial Management:** Strategic awareness of the financial structure of the Council and the implications of decisions on the delivery of value for money for tax payers.

Technical requirements (Role Specific)

- Requirement for a strong understanding of the national policy context for local government, including understanding of the principles of public service reform.
- A qualified CCAB Accountant and an active member of the institute with strong experience of strategic financial planning
- Knowledge and understanding of the economic, social and physical drivers, which influence and contribute to the performance and well being of an area.