

Job Profile

Service:	Central Services
Post title:	Head of Finance
Grade:	HOS 2
Responsible to:	Assistant Director of Finance
Staff managed:	Manages a team of specialist professionals
Date of issue:	December 2025

Job context

York and North Yorkshire Combined Authority (the Combined Authority) is a public sector employer with access to powers and funding to unlock transport and housing improvements, boost skills provision and help the economy transition to net zero. Making the most of the combined strengths of the city region and rural powerhouse, the Combined Authority is a long-term commitment to shaping a brighter future for generations to come. By working for us you will play a part in making positive changes, unlocking investment, supporting business and communities to thrive, and creating new and better opportunities for people that live and work here.

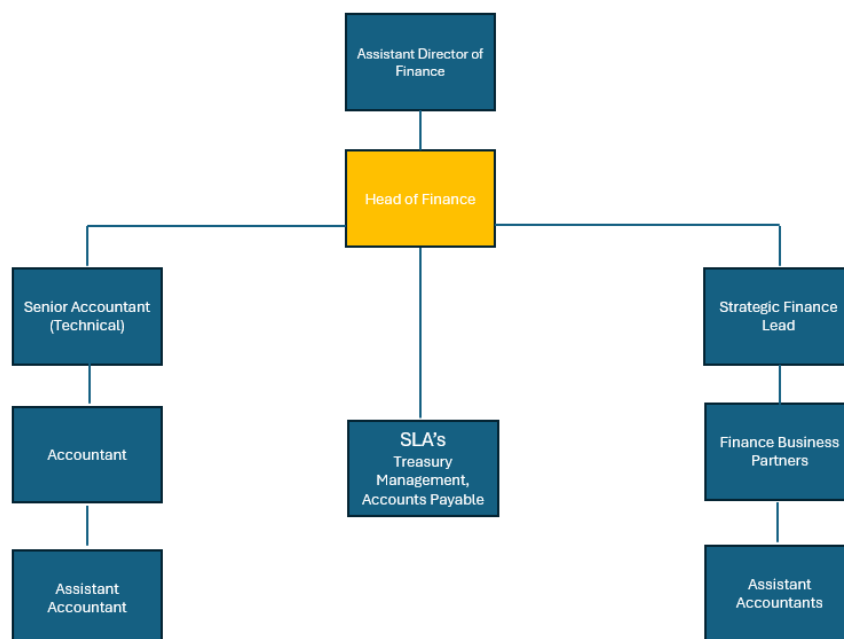
The Head of Finance, will work closely with the Authority's Assistant Director of Finance and Director of Resources (DoR), leading the ongoing development of the Authority's finance and information systems and processes, as well as taking ownership of day-to-day financial operations. Leading on the provision of financial management advice and support to internal clients and key stakeholders now and into the future. The role will ensure that the organisation develops and maintains best in class financial and performance systems and complies with all relevant financial reporting and regulatory requirements. The post holder will provide strategic financial leadership and assurance across the Combined Authority, ensuring robust financial governance, compliance, and risk management.

This role forms the bridge between the strategic and operational and is an outstanding opportunity to make a lasting mark in rapidly growing and ambitious organisation benefitting from exposure to key decision makers across the organisation and its key stakeholders. The Head of Finance will play a key part in shaping the organisation's future approach to key support functions ensuring a fit for purpose service that underpins the organisation's goal of ultimately achieving deeper devolution and a more flexible single funding settlement.

Alongside an in-house team, the post holder will take responsibility for several third-party service level agreements whilst at the same time working with the Assistant Director of Finance to scope and implement the changes needed to the systems and processes that are needed to support the Authority's future target operating model.

YNYCA's overall work programme is evolving, ambitious and focused on the future to deliver tangible, sustainable, lasting and systemic change for our communities within a robust governance framework.

Structure



Job Description

Job purpose

- Responsible for the Combined Authority's financial strategy and operations, ensuring robust financial planning, governance, and compliance to support informed decision-making and the effective delivery of regional priorities.
- Provide strategic financial leadership by developing and implementing medium- and long-term financial plans aligned with the Combined Authority's objectives and statutory requirements.
- Ensure robust financial governance and compliance, including oversight of budgeting, reporting, and audit processes

- Advise senior leaders and members on the financial implications of investment proposals, funding strategies, and risk management to enable sound decision-making.

Operational management

- Lead provision of financial management advice and support to internal clients and stakeholders, including:
 - Financial planning and budgeting
 - Financial management and reporting
 - Preparation, publication and audit of the annual accounts, including Group accounts
 - Internal audit
 - Project support – including investment appraisals and financial modelling and savings tracking,
 - Value for money reviews
 - Benchmarking
 - Service specific returns
 - Financial horizon scanning
- Effective management of the Finance team to meet statutory obligations
- Provide support including financial advice analysis and modelling in support of investment appraisal and business case development.
- Monitor and develop key financial controls and comply with all statutory and legislative requirements.
- Advise the Assistant Director Finance, and leadership team on relevant changing legislation, professional standards, and their implementation.
- Work with the Assistant Director Finance, to identify and take all opportunities to drive savings and efficiencies.
- Develop, support, and promote a strong results-driven` and customer focused performance culture ensuring the provision of cost-effective, efficient, value-added services in line with identified needs.
- Deputise for the Assistant Director Finance and Director of Resources as and when required, such as chairing meetings and attending meetings requested by internal clients and key stakeholders, attending leadership meetings or other senior management meetings taking decisions on allocating resources to clients.
- Support the Assistant Director in the creation of an empowered, high performing, directorate that looks to continually improve the way we work.
- As part of a directorate management team, provide visible leadership across the directorate.
- To shape the strategic direction and appropriately resource the service area.
- Drive successful delivery of all activity for which the service area is responsible.
- Produce and present written reports to the Combined Authority ensuring all appropriate permissions are in place.
- Work across the wider Combined Authority to ensure the service area contributes and compliments to the whole organisation's agenda.

Communications

- To represent the Directorate and lead on communications in respect of all aspects of team functions including with internal and external customers, partners, and wider stakeholders.
- Consult, communicate and encourage regular feedback from customers and stakeholders to ensure high levels of customer satisfaction and service improvement.
- Engage the Combined Authority and its Committees with both written and presented information in a high-quality professional manner.

	• Influence and liaise with internal stakeholders as required to ensure that implementation of plans are carried out consistently and effectively. • Inform and analyse national and local policy change and communicate implications to senior operational managers and staff as appropriate.
Partnership / corporate working	• Liaise with departmental and delivery leads as necessary to ensure coherency in the production and delivery of internal clients' budgets. • Provide strategic financial support to senior managers. • Liaise with other senior finance managers, other Finance staff and other support services (such as financial admin and HR and Legal) as required to ensure the coherency of the finance function. • Work in conjunction with and liaise with finance teams as required to ensure that financial support is carried out consistently and effectively.
Resource management	• Lead, line manage and develop a high performing, in-house finance team • Operational and performance management of external service level agreements currently in place in relation to several finance and corporate services. • Advise on the optimal approach to delivering these services into the future and developing a "single organisation" approach from several existing separate and parallel arrangements. • Exercise professional leadership through managing staff, ensuring relevant professional and occupational standards are maintained. • Inspire, lead and line manage staff, taking responsibility for recruitment, performance management, appraisals, development and allocation of work. • Identify learning and development needs within the team and provide suitable training, coaching and mentoring • Budget management responsibility and decision making from a delegated budget • Manage the service area within operational budgets and be responsible for the delivery activity for which the service is responsible for.
Systems and information	• Systems and process leadership and development. • Support leadership in identifying the appropriate finance/ information systems solutions to support the organisation, considering current arrangements and the needs of the organisation into the future. • Implementation/ integration of financial management systems for the organisation and ongoing contribution to their effectiveness of (including associated disaster recovery arrangements). • Development and ongoing monitoring of key performance management systems in relation to project and programme delivery. • Continually review financial systems within and actively work towards service transformation by continually challenging the status quo and seeking better ways of working, improved value for money, savings and efficiencies. • Ensure that systems and processes to support the service are consistent with the Combined Authorities standards and procedures. • Produce written reports as required including evaluation and impact statements for distribution service/organisational wide. • Use relevant IT systems and tools to support the management, delivery and development of services, ensuring records are accurate and current. • Ensure government guidance and legislation are interpreted appropriately and are adhered to in a manner consistent with good practice.
Strategic management	• Lead on relevant legislative changes and development of the service to meet the evolving needs of devolution (within the context of the post). • Ensure that services comply with guidance from government and other key stakeholders that impact upon internal client finances.

	• Oversee directorate programmes promoting equality, diversity, inclusivity and human rights compliance, ensuring improvement in community public trust and confidence in public services. • Lead on the strategic development and delivery of evidence-based policy to achieve the directorate priorities. • Serve as a member of the directorate's management team, delivering to the directorate and corporate agendas. • Establish a culture and approach within the directorate, providing clear objectives and priorities which filter through to individual and team objectives that encourages and promotes performance management and improvement • To ensure the service delivers on its reporting and accountability obligations
Safeguarding	• Have an awareness of safeguarding responsibilities and ensuring any issues raised during the teams' work is escalated as necessary.
Politically Restricted	• This post is politically restricted under the Local Government and Housing Act 1989, as amended by the Local Democracy, Economic Development and Construction Act 2009 and the post holder may not have any active political role either in or outside of work.

Person Specification

Essential upon appointment	Desirable on appointment
Knowledge • Excellent understanding of how professional standards should be applied to ensure high standards of probity and organisational effectiveness. • Significant experience of leading an organisation ensuring that there is a sound financial strategy in place. • An understanding of how to evaluate the deployment of resources across the board and actively shape future direction. • Strong leadership skills, with the ability to inspire and manage a team of finance professionals and other staff across departments. • Ability to think strategically and to align financial strategies with organisational goals, ensuring financial sustainability and the effective delivery of services. • Exceptional ability to analyse financial data, identify key insights, and make data-driven recommendations to support decision-making. • Stakeholder Management: Ability to build relationships and influence stakeholders, including senior managers, political leaders, external partners, and auditors. • Ability to make high-level decisions and act decisively under pressure while considering both short-term and long-term financial impacts. • Comprehensive knowledge of the main issues and influences affecting the service area. • An understanding of devolution and local government, and current and future issues to be faced, as well as the financial, legal, and political context of public sector management. • Comprehensive knowledge of the principles and practice of: a. effective people management. b. excellent customer service. c. continual improvement using evidence – based approach; and d. appropriate risk management	• Experience of using Oracle financials • Knowledge of issues surrounding the operation of Combined Authorities. • A strong understanding of commercial finance, and experience in identifying cost-saving opportunities, revenue generation, and financial sustainability in a public sector context.

Experience

- Experience in a senior financial management or leadership role, preferably within the public sector.
- Experience of leading budgeting cycles.
- Strong technical accounting skills including experience of consolidation of Group Accounts
- Experience of managing both external and internal audit processes
- Experience in the performance management, development and coaching/mentoring of a finance team
- Experience of working successfully with partners, both internal and external to achieve common goals.
- Experience of commissioning financial systems whilst working alongside other system stakeholders to ensure the organisation joins up its business intelligence.
- Ability to drive a complex programme through leadership and demonstrate that you have deployed the right leadership approach for the circumstances.
- Experience in managing large, complex financial projects or programmes with multiple stakeholders.
- Experience of working in local government and knowledge of the CIPFA's Code of Practice and the Prudential Code for Capital Finance in Local Authorities.
- Experience of working in a political environment.
- Experience in a senior financial management or leadership role, preferably within the public sector or a similar large, complex organisation.
- Proven track record in developing and delivering financial strategies, including budget management, financial forecasting, and long-term financial planning.
- Extensive experience in producing financial reports for senior stakeholders, boards, and audit committees, and ensuring compliance with financial regulations and governance standards.
- Significant experience in managing substantial budgets, controlling costs, and maximising the efficient use of resources
- Knowledge of relevant financial legislation, public sector finance regulations, and accounting standards (e.g., IFRS, CIPFA, local authority financial guidelines).
- Demonstrated experience in risk management and applying financial risk mitigation strategies.
- Proven track record of strategic and analytical thinking to develop effective responses to opportunities and challenges.
- Extensive experience of strategic planning, policy development and implementation, and performance management.
- Experience of developing and implementing organisational culture change within a large diverse organisation.

- Change management experience, including business combination and integration.
- Familiarity with financial systems, digital finance tools, and implementing new technologies in finance functions (e.g., finance management software, cloud accounting, data analytics).
- Experience working within a combined authority, local government, or devolved administration.
- Experience in advising senior leadership on public policy and providing financial insights into decision-making processes within the public sector.
- Experience in engaging with elected officials, senior public sector leaders, external auditors, and other stakeholders

Occupational Skills

- High level Excel skills.
- Excellent written and verbal communication skills, with the ability to communicate complex financial concepts to non-financial stakeholders, including elected members, staff, and the public.
- High level of integrity, ethics, and accountability, with a strong commitment to transparency and public service values.
- Ability to thrive in a dynamic and evolving environment, responding to changing financial landscapes, government policies, and funding structures.

- Ability to hold a large and diverse audience using creative presentations so all are fully engaged.
- Confident in delivering relevant material to members and other key decision makers.

• A team-oriented approach with the ability to work collaboratively with colleagues, elected officials, external bodies, and other stakeholders. • A meticulous approach to financial planning, reporting, and compliance. • Ability to inspire a culture of financial excellence and strategic growth within the authority. • High level analytical skills with the desire to ask difficult questions; be tenacious and find service improvements. • Excellent communication skills, strong negotiation and influencing skills. • The ability to lead and play a key role as part of a complex public authority and across the partnership landscape. • The ability to think strategically and to appreciate the wider corporate and public interest needs. • The ability to work on own initiative and self-motivate. • The ability to prioritise and manage multiple work streams. • Ability to risk assess and make effective decisions balancing this alongside overall organisational goal. • Political awareness and capacity for partnership working in a highly devolved and accountable service.	
Professional Qualifications/Training/Registrations required by law, and/or essential for the performance of the role • Hold a CCAB accountancy qualification, or be actively studying towards one with an equivalent level of experience with evidence of substantial continuing professional development. • A degree or equivalent level of experience	• Management qualification or equivalent level of experience
Other Requirements • Able to work flexibly to meet the demands of the job • Committed to ensure equality and inclusion are demonstrated. • Highly motivated and not easily discouraged. • Personal and professional demeanour and credibility which commands the confidence of members, senior managers, staff, members, external partners and other stakeholders. • A high degree of probity and integrity and work within the constraints of a publicly funded service. • A commitment to learning and achievement. • Able to travel for business purposes.	
Behaviours • Committed to the development and demonstration of the corporate vision, values and behaviours Values and Behaviours	

NB – Assessment criteria for recruitment will be notified separately.

You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.