



Job Description

Job Title:	Chief Finance Officer
Directorate/Team:	Chief Executive Office - Finance
Location:	16 Summer Lane or other site/location
Responsible to:	Chief Executive Officer
Responsible for:	Four Senior Leaders
Key working relationships: (internal)	The Mayor, WMCA Executive Board, Senior Leaders, ARAC & Overview & Scrutiny members
Key working relationships: (external)	Constituent and Non-Constituent Members, Government and Government Agencies, other Combined Authorities and related organisations, Local Authority & other WM organisations Finance Directors.

Purpose of the Post

To ensure the West Midlands Combined Authority is an exemplar in demonstrating high standards of financial management and governance as a regional and national accountable body. As the S73 Officer for the authority, the CFO is the principal financial advisor to the organisation, entrusted with ensuring the sustainable and transparent use of public funds.

The CFO will play a critical leadership role in shaping the future direction of the West Midlands Combined Authority. A core member of the executive leadership team, contributing to the development of the organisation's strategic direction and the leadership and management responsibilities of the Authority.

The CFO provides strategic oversight of financial planning, effective resource allocation, safeguards the organisation's financial integrity and ensures the effective delivery of all financial services.

The role is integral to delivering public value, championing financial innovation and leading transformation across services and systems, whilst maintaining public and stakeholder confidence through bold leadership and rigorous oversight.

Accountabilities

- A member of the Executive Board actively contributing to its operations, strategy and the leadership and management responsibilities of the Authority, ensuring effective, efficient financial management.
- Perform the role of S73 Officer, providing strategic financial leadership to support long-term organisational objectives, ensuring compliance with statutory, regulatory, and internal control requirements.
- Deliver accurate, transparent, and timely financial reporting to internal and external stakeholders.
- Lead the development and delivery of financial strategy, planning, and performance management.
- Work with the other Statutory Officers to ensure the Authority benefits from a robust financial governance system, reviewing and refining systems, processes and guidance as appropriate.
- Act as principal financial advisor to the Mayor, Members and Senior Officers of WMCA on all financial decisions, ensuring effective financial decision-making.

- Model and promote the organisation's leadership values, fostering a culture of integrity, accountability, and collaboration.
- Act as a champion for the promotion of equality and diversity at the WMCA and actively contribute to developments that support the strategies for widening access, inclusion and diversity.
- Designated 'budget holder' with overall accountability for a revenue and/or capital budget or a group of budgets.

Responsibilities

Strategic

- Shape and influence organisational strategy, contributing to cross-cutting initiatives such as sustainability, innovation, inclusive growth and digital transformation.
- Oversee the development, coherence and delivery of the strategies for all finance activities.
- Work with the Executive Board to ensure WMCA is functioning effectively and efficiently and meets its corporate objectives in accordance with financial, legislative and governance requirements.
- Shape and implement the financial strategy aligned with organisational goals and public priorities.
- Collaborate with the Mayor, Members, and senior leaders to ensure robust financial governance and agile responses to economic, legislative, and political developments.
- Provide financial insight and scenario modelling to influence and support strategic planning and decision-making at the highest levels.
- Work closely with the WMCA Board, the relevant portfolio holders and the West Midlands Finance Directors Group to agree WMCA funding and annual levy propositions, and financial strategic planning.
- Drive value-for-money initiatives and embed a culture of efficiency and innovation across the organisation.
- Present assurance to the Chairs of ARAC and the Overview and Scrutiny Committee on appropriate financial management and controls.
- Oversee the regular review of the financial constitutional aspects of the Combined Authority and represent best financial practice.
- Oversee the strategic financial planning for further devolution and the related English Devolution Accountability Framework (EDAF).
- Represent the Chief Executive at internal and external meetings, Boards and working groups, as requested.

People

- Inspire and lead a high-performing, inclusive finance team, fostering a culture of excellence, collaboration, and continuous improvement.
- Ensure quality advice on all areas of finance that arise in the performance of the duties and functions of the Combined Authority.
- Champion financial literacy across the organisation, equipping leaders with the insights and tools to make informed decisions.
- Work collaboratively with senior managers to support the delivery of advice and assistance across all areas of finance, meeting WMCA's strategic aims and objectives in compliance with legislative and governance requirements.
- Liaise with external stakeholders to provide accurate information to inform financial, strategic and operational decision-making.
- Build strong, trust-based relationships with financial leaders across constituent and non-constituent authorities, promoting shared learning and best practice.
- Serve as a visible and influential leader in external forums, representing WMCA's financial vision and priorities to government, partners, and professional bodies.

Operational
<ul style="list-style-type: none"> Oversee all financial operations, ensuring systems, processes, and teams are agile, commercially aware, and aligned with strategic priorities. Provide timely, actionable financial intelligence to WMCA Members, TfWM, and Programme Boards, enabling confident decision-making across programmes and portfolios. Lead budgeting, financial partnering, and operational finance in accordance with public sector frameworks, embedding robust internal controls and governance. Deliver expert financial advice on risk management, investment decisions, and new commercial ventures, ensuring alignment with WMCA's strategic objectives. Direct the planning, setting, and monitoring of the annual budget, ensuring compliance with regulatory, government, and grant funder requirements to enable the delivery of the Mayoral priorities and strategic objectives. Champion digital transformation within finance and the wider organisation, driving system enhancements that improve efficiency, transparency, and user experience.
Financial
<ul style="list-style-type: none"> Ensure sound financial stewardship across the Authority, including accurate statutory reporting and transparent financial disclosures. Uphold rigorous governance and control processes, ensuring all financial activities meet regulatory standards and deliver public value. Lead strategic financial planning and performance management, working with directorates and enabling services to optimise budgets and productivity. Act as the designated Section 73 Officer, providing authoritative financial leadership and ensuring compliance with all statutory and internal control requirements. Drive continuous improvement in financial management practices, embedding a culture of accountability, innovation, and value for money.
Other
<ul style="list-style-type: none"> Represent WMCA professionally and credibly as CFO and Section 73 Officer, both internally and externally. Engage in cross-sector forums, government working groups, and professional bodies to influence policy and share best practice. Support WMCA's broader goals around sustainability, innovation, and inclusion, ensuring finance plays a proactive role in enabling these ambitions. Respond to scrutiny from elected officials, citizens, and audit institutions with clarity, integrity, and transparency. Undertake such tasks as may reasonably be expected commensurate with the scope and level of the role.

Person Specification					
Candidates/post holders will be expected to demonstrate the following:	Essential / Desirable		How Evidenced?		
Experience	E	D	A	I	T
Extensive experience and knowledge of the statutory frameworks of local government.	X		X	X	
Highly developed leadership skills combined with the ability to manage and shape a high performing, high profile organisation or team to deliver excellent services and outcomes.	X				
Demonstrable experience reporting to Senior Leaders and Elected Members.	X		X		

Demonstrable experience of working in a sensitive political environment, and the ability to manage stakeholders both internal and external.	X				
Extensive experience in financial management in the public services across all finance, investment and procurement functions relating to the scope and responsibilities of a combined authority.	X		X	X	
Extensive team leadership experience with evidence of leading by example, managing, empowering, and motivating people and teams to deliver and grow.	X		X	X	
Experience of identifying appropriate solutions to issues and problems and confidence in decision making.	X				
Experience of leading organisations or team and engendering a culture that drives achievement.	X				
Skills/Knowledge/Abilities	E	D	A	I	T
Comprehensive knowledge of wider national policies, legislation and processes that may impact the wider directorate remit.	X		X		
Respected sector expert, with a strong network providing demonstrable routes to influencing key businesses, organisations or stakeholders.	X				
Understanding of and sensitivity to political judgements and an ability to work with all political parties and within the federated and collaborative public sector landscape and culture of the West Midlands.	X				
Excellent oral, written communication and influencing skills with the ability to present complex issues and solutions clearly to a wide range of technical and non-technical audiences.	X				
An understanding of the role of the WMCA, its strategic aims and objectives, and the opportunities and barriers it has to develop policy and strategy for the region.	X		X	X	
Strong partnership working capability and the ability to harness the full commitment and responsibility of key stakeholders in delivering the vision of excellence for the region, to sell ideas and concepts, articulate shared visions across a range of stakeholders and to negotiate effectively to achieve successful outcomes.	X				
Strategic awareness of WMCA's financial structure and the implications of decisions on the delivery of value for money for taxpayers.	X				
Proven ability to lead, influence and challenge in a fast paced and highly pressurised environment.	X				
Qualification / Education / Training	E	D	A	I	T
Post graduate degree qualification in relevant area or equivalent.	X		X		
Qualified Accountant.	X		X		
Full current member of a recognised professional Accountancy Body.	X		X		
Leadership and management qualification or equivalent.		X			
Evidence of continued professional development.	X		X		
Strategic leadership capability / training, demonstrated through non-executive director responsibilities or representative roles outside core employment.		X			

Key: A = Application, I = Interview, T = Testing/Assessment

Core Expectations	
Health, Safety & Wellbeing	All employees have a duty to take reasonable care for the health, safety, and wellbeing of themselves and of other persons who may be affected by their

	acts or omissions at work; and co-operate with their employer so far as is necessary to enable it to successfully discharge its own responsibilities in relation to health, safety, and wellbeing.
Equality & Diversity	Promote and champion equality and diversity in all aspects of the role.
Learning & Development	Participate in and take responsibility of any learning and development required to carry out this role effectively.
Performance Management	Actively engage in the performance management process and take responsibility for managing performance outcomes.
GDPR	Ensure the reasonable and proportionate protection, processing, sharing, and storing of WMCA information in accordance with the relevant legislation, corporate policies, and in the best interests of the data subjects (Data Protection/GDPR), the WMCA, our partners, and the West Midlands, in all aspects of the role.
Adherence to Policies	Be aware of and comply with all organisation policies.
Other	There may be a requirement to work outside normal office hours on occasion, including a requirement to work within stakeholder and partner offices within the WMCA constituent area on a regular basis.

Values

Our culture is underpinned by what we do and how we do it. Our behaviours outline the ways we need to work to deliver success, become truly inclusive, and make the organisation somewhere where everyone can give their best contribution.

Value	Competency	Behaviour
Collaborative	Team Focussed	Works as part of team, managing and leading.
	Service Driven	Customer, resident, and partner focussed.
Driven	Empowered & Accountable	Takes ownership and leads when needed.
	Performance Focused	Ambitious and going the extra mile.
Inclusive	'One Organisation' Mindset	Believe in each other's expertise.
	Open & Honest	We do what we say we are going to do.
Innovative	Forward Thinking	Embrace change and open to new possibilities.
	Problem Solving	Go for clear and simple whenever possible.

Additional Post Requirements

Essential Car User		Politically Restricted Post		Disclosure and Barring Service (DBS)				Vetting	
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	Basic <input type="checkbox"/>	Standard <input checked="" type="checkbox"/>	Enhanced <input type="checkbox"/>	None <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Job Evaluation Details

Date Evaluation Agreed	JEP Reference	Grade	Job Family