



Capital and Technical Finance Lead

Vacancy Information Pack

Advert Details

Job Title: Capital and Technical Finance Lead
Location: County Hall, Ruthin / Agile Working
Salary: Grade 11, £45,718 - £49,764 per annum
Hours: 37 per week
Contract: Permanent

If you would like to discuss any aspect of this post, please contact John Richards (Finance and Assurance Manager) on 01824 706203 or email john.richards@denbighshire.gov.uk

Recruitment timeline	
Closing date:	4 th June 2025
Interview date:	TBC

How to Apply

To apply for this exciting vacancy, please complete our online application form via the website: www.denbighshire.gov.uk/work-for-us

Please outline on your application form how you meet all the essential criteria for this position within your supporting statement.

We reserve the right to close this vacancy early if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application as early as possible.

For alternative methods of applying, please call HR on 01824 706200.

Candidates must complete our application form to be considered. We regret that we are unable to reply to all applications. If you have not received a reply within three weeks of the closing date, you must assume that you have not been short listed for interview.

Equalities

Denbighshire County Council is a Disability Confident Employer and is committed to Equal Opportunities and Welsh Language Standards. We welcome applications made in the Welsh Language. Any applications made in the Welsh Language will not be treated less favourably than any submitted in English. This document is available in Welsh.



The Role

This is an exciting opportunity for you to join our Finance Team with a lead role in planning and co-ordinating the production of the annual Statement of Accounts and in monitoring the capital programme.

You will be an enthusiastic, highly motivated individual with excellent interpersonal skills looking to progress your career in public finance.

Staff Benefits

We believe the hard work and commitment of our staff should be properly rewarded, so we offer a range of benefits to help our employees achieve a work/life balance, develop in their career, and we support them in their work.

- Flexible and agile working opportunities
- Generous annual leave entitlement starting at 26 days (plus bank holidays) rising with length of service to a total of 32 days
- Local Government Pension Scheme
- Focus on Employee Wellbeing and access to EAP (Employee Assistance Programme)
- Lifestyle Savings via DCC Rewards Direct (high street shopping, holidays, days out etc)
- Car salary sacrifice scheme and car leasing scheme
- Family friendly policies

To view the full list of benefits we offer, please visit our website:

www.denbighshire.gov.uk/pay-and-benefits

About Denbighshire

Denbighshire is a great place to live and work. Located in scenic North Wales, residents of Denbighshire can enjoy this peaceful Area of Outstanding Natural Beauty which runs the entire length of the county, as well as the hustle and bustle of our market towns and coastline.

Ours is a county of contrasting environments, from wild rivers, mountains and forests, to historic castles, lively towns, and stunning beaches boasting blue flag status.

Along the A55, Liverpool and Chester are within an hour's drive, and Manchester is only a further 20 minutes. For an even quicker journey to these destinations, you could easily catch the train which has several stops along the coast.

Denbighshire has a population of 95,000 people, an average house price of c. £235,000, and many high performing schools throughout the county.

Job Description

Job Title:	Capital and Technical Finance Lead
Grade:	Grade 11
Service:	Finance & Audit
Service Area:	Accountancy
Responsible to:	Finance & Assurance Manager
Job ID Number:	04730

Welsh Language Category

Welsh language skills are desirable – level 2

[Welsh Language Levels](#)

Job Purpose

To lead on developing and monitoring the Council's Capital Strategy and Capital Programme. To plan, and co-ordinate production of the annual Statement of Accounts and the Whole of Government Accounts return to meet statutory deadlines.

To be responsible for the financing arrangements of capital expenditure and advise the accountancy team of the correct accounting treatment in accordance with statutory requirements and the Code of Practice on Local Authority Accounting.

Principle Accountabilities and Responsibilities

Produce the wider accounting calendar requirements for the Council and manage the Statement of Accounts process for the Authority and liaise with Audit Wales during the annual audit, advising and challenging staff across the Council to ensure the deadlines are met and the figures are accurate and compliant with the accounting Code.

Be accountable for the integrity of the overall budget in the general ledger making sure growth bids, savings and any other changes to the overall budget are allocated correctly. Advise on the overall funding requirement for the Authority's pay costs and employer superannuation deficit recovery to inform the Medium Term Financial Plan.

Manage the capital budget setting process for the Council; advising and challenging Heads of Service and Project Managers to ensure that business cases presented to the Capital Scrutiny Group are robust and budgets plans are realistic and deliverable, including the revenue impact of capital decisions.

Manage the budget monitoring and control process for the capital plan to ensure that reports produced throughout the year are accurate, reliable and consistent. Produce highlight reports for inclusion in Cabinet reports and to inform the Medium Term Financial Plan.

Review capital financial performance, challenge new and existing capital schemes to ensure the capital programme is being delivered, any potential costs increases are identified early and funding is secured. Work proactively to identify new ways of working and challenge existing service provision to ensure costs are contained within the project or new funding options are found.

Revise the capital financing strategy in the context of project progress, new priorities and scheme deferrals; continue to ensure that the financing mix represents best value for the Council and is flexible to changing requirements.

Be accountable for the integrity of the capital elements of the Council's core accounting systems and records to ensure the reporting of accurate financial accounting information in line with statutory timeframes.

Be accountable for the register of all capital grants and receipts due to the Council and ensure that they are applied appropriately in accordance with the relevant regulations.

Manage the provision of a full range of capital accountancy services and advice relating to all services to senior managers, elected members and external organisations including Audit Wales and Welsh Government.

Keep abreast of the core government regulations applicable to local government finance and ensure that Members and senior officers are briefed fully on the implications of existing legislation and any proposed changes. Deliver financial training to staff, elected members, directors and trustees as required.

Represent the council on regional, collaborative or other external projects or services to ensure that the council's financial interests and regulatory obligations are properly served.

Propose or authorise investments or borrowing in line with the Treasury Management Strategy, to ensure that the Council's cash requirements are met on a day to day basis and that longer term investment and borrowing decisions protect the Council's financial resilience.

Deputise for the Finance & Assurance Manager as and when required.

Resources / Equipment / Material

ICT equipment
Bank card and reader

Supervision / Management of People

Direct Line Management of up to 5 staff

Knowledge, Skills, Training and Experience

The successful applicant will:

Be a qualified CCAB accountant, or must be AAT qualified with significant relevant experience working in public sector finance.

Have experience in a Local Government financial environment or a similar large organisation and have knowledge and understanding of local government finance regulations and relevant internal procedures and financial strategy.

Demonstrate a high degree of communication and interpersonal skills to interpret and report financial data – drawing conclusions and making recommendations as required.

Have the ability to influence and negotiate and to maintain effective working relationships.

Have the ability to work in a pressurised environment.

Have commitment to professional development.

Employment Checks / Specific Requirements

All new starters are required to undergo our standard safer recruitment checks: 2 satisfactory references covering 3 years employment, evidence of essential qualifications, evidence of Right to Work in the UK. Health checks may be required for pre-existing conditions.

Denbighshire County Council recognises its obligations to safeguard children and adults together with preventing slavery and human trafficking and will do all in its power to prevent slavery and human trafficking within its business. Modern slavery can take many forms including the trafficking of people, forced labour, servitude and slavery.

Safeguarding is everyone's business and all Denbighshire employees are required to work in accordance with the Council's Child / Adult Safeguarding policies and procedures and have a duty to report any concerns which may be noted during the course of their duties and are asked to be alert to the signs of exploitation. Concerns should be raised via their Designated Safeguarding Manager in order that the Council can take prompt action when exploitation is identified.

Vision / Context

The financial services team provide financial planning, budgetary control systems, guidance and advice to departments to ensure the Authority's final accounts are closed in a timely manner in compliance with financial regulations and corporate policies and procedures. The team is responsible for Treasury Management for the Authority and supports and challenges departments in delivering capital projects and services within cash-limited budgets.

The team is encouraged to take an innovative approach to complex financial matters and provide support in the delivery of good quality services within tight financial restraints.

We want people who can create a culture of trust, who work together to achieve results and who learn from each other to deliver our shared management responsibilities.

Person Specification

The Person Specification sets out the skills, knowledge and experience that are considered to be necessary to carry out the duties of the post effectively. It will be used in the short-listing and interview process for this post. You should demonstrate on your application form how you meet these criteria as you will only be shortlisted if you meet all of the essential criteria (and desirable criteria where applicable).

	Essential criteria	Desirable criteria	Method of Assessment (Application form / Interview / Certificates)
1. Qualifications	<p>Qualified CCAB Accountant (or NVQ Level 4 in Accounting (AAT) with significant relevant experience working in public sector finance)</p> <p>Evidence of continuing professional development</p>	Member of CCAB body	<p>Application Form</p> <p>Interview</p> <p>Certificates</p>
2. Relevant Experience	<p>Experience of working in a finance role within a large organisation.</p> <p>Experience of preparing and presenting complex financial reports.</p> <p>Experience of budget setting, performance and budget monitoring.</p> <p>Experience of completing grant claims and statutory returns.</p> <p>Experience of working with Senior Managers.</p>	<p>Experience of working in a Local Government finance environment</p> <p>Experience of producing annual statements of accounts</p> <p>Good understanding of audit requirements.</p> <p>Experience of working with Elected Members.</p> <p>Experience of managing a team or project.</p> <p>Experience of operating electronic accounting systems for capital accounting and asset registers.</p>	<p>Application Form</p> <p>Interview</p>

3. Knowledge & Skills	<p>Detailed knowledge and understanding of local government finance regulations.</p> <p>Ability to think analytically and financially about complex issues and to find creative and innovative solutions.</p> <p>Good interpersonal and communication skills.</p> <p>Ability to work in a systematic way, while retaining a creative and flexible approach.</p>	<p>Extensive knowledge of Local Government Capital Accounting regulations and codes of practice</p> <p>Good understanding of current challenges and opportunities in local government.</p> <p>Able to understand and anticipate issues of political sensitivity.</p>	<p>Application Form</p> <p>Interview</p>
4. Personal Qualities	<p>Able to establish positive working relationships with partners and colleagues across different disciplines.</p> <p>Personally resilient with the ability to be self-motivated and act on own initiative.</p> <p>Good time management skills.</p> <p>Ability to work as part of a collaborative team with a flexible approach to changing patterns of work and responsibilities.</p> <p>Commitment to learn – desire to acquire new knowledge, skills and approaches.</p>		<p>Application Form</p> <p>Interview</p>
5. Any Other Requirements	<p>Empathy with the Welsh Language and Culture.</p>	<p>Welsh language skills are desirable – level 2</p>	<p>Application Form</p> <p>Interview</p>



**Thank you for
your interest**

Denbighshire County Council

Website: www.denbighshire.gov.uk/work-for-us

Facebook: @DenbighshireCountyCouncil

Twitter: @DenbighshireCC

Head Office: County Hall, Wynnstay Road,
Ruthin, LL15 1YN