



Job Description

Post Title	Senior Finance Business Partner
Team	Finance – Delivery Authority
Level	Senior Professional
Reports to	Head of Finance

Purpose of the Role

To provide high-quality finance business partnering, insight and challenge to senior stakeholders, supporting effective decision-making, delivery of organisational objectives and strong financial performance.

The Senior Finance Business Partner leads the development of budgets, forecasts and long-term financial plans for assigned business areas, translating financial and operational information into meaningful insight to support business performance, investment decisions and strategic planning.

Key Accountabilities and Responsibilities

Strategic Business Partnering

- Act as the lead finance partner to Directors and senior stakeholders.
- Provide financial insight, challenge and support to influence decision-making and delivery of organisational objectives.
- Build strong relationships across the business to understand strategic priorities, risks and opportunities.
- Support stakeholders in evaluating the financial implications of operational and strategic decisions.
- Support the development and review of business cases and investment proposals.
- Support prioritisation of resources and investment decisions.

Budgeting, Forecasting and Long-Term Planning

- Lead the development of budgets, forecasts and long-term financial plans for assigned business areas.
- Challenge assumptions and identify risks and opportunities to improve the quality of financial plans.
- Lead financial performance discussions and provide forward-looking analysis and recommendations.
- Support the management of a credible lifetime cost forecast for the programme including change control discipline.
- Support scenario planning and option appraisal to inform decision-making.
- Work closely with FP&A to ensure plans and forecasts are effectively consolidated and reported.
- Provide robust financial analysis, challenge and value-for-money assessment.

Governance and Financial Management

- Promote sound financial management and compliance with organisational policies and delegated authorities.
- Provide oversight and challenge on financial risks, opportunities and mitigations.
- Work collaboratively with the Financial Control team to maintain effective governance and controls.
- Support production of papers on strategic and financial accounting implications.
- Streamline processes for efficiency and effective use of resources.
- Support on year-end related tasks and preparation for external annual audit.

Leadership and Matrix Working

- Lead through influence in a complex matrix environment.
- Line Management of one direct report.
- Provide coaching and mentoring to colleagues and support the development of finance business partnering capability.
- Contribute to finance improvement initiatives and cross-functional projects.

Key Stakeholders and Relationships

- Act as the business partner to Budget Holders across the Delivery Authority and their teams.
- Work closely and collaboratively with the Commercial team, Procurements teams, Cost Managers and the Project Management Office.
- Work closely with Financial Controller and FP&A Manager and their respective teams.

Qualifications, Skills and Experience

Essential

- Educated to a degree level or equivalent with a recognised Chartered Accountancy qualification: ACCA, CIMA, CIPFA, ICAEW or ICAS Qualified Accountant with post qualification experience.
- Demonstrable knowledge and experience of variance, budgetary analysis and writing SMART commentary.
- Demonstrable experience of developing robust well-constructed budgets and forecasts for the short/medium and long term.

Desirable

- Ability to demonstrate that they are agile in the way they work and have experience of working in an unstructured ever-changing environment.
- Broad understanding of Consolidated Budget Guidance.