

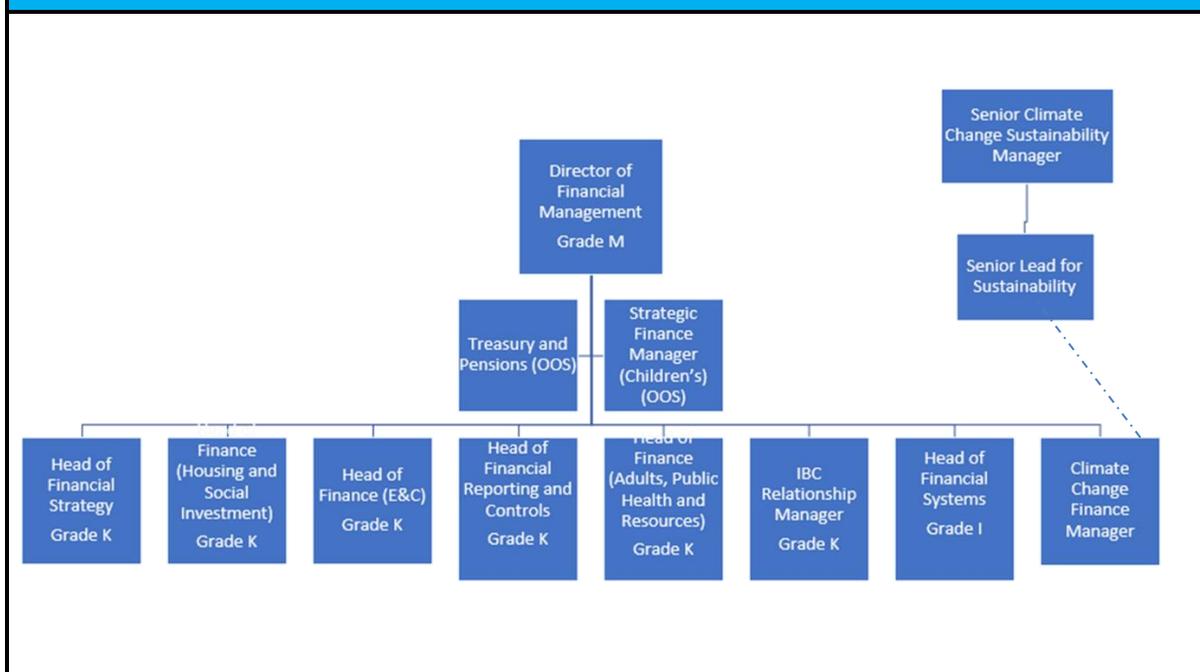
JOB DESCRIPTION

Job Title	Climate Change Finance Manager
Department	Financial Management
Section or Service	Financial Management
Grade	Grade I: £60,147 - £69,090

DESIGNATION:

Responsible to:	Director of Financial Management (with a dotted line to Senior Lead for Sustainability and Climate Change Team in Environment and Communities)
Employees directly supervised (if applicable):	N/A Matrix Management of stakeholders across Council services

Family Tree



1. JOB PURPOSE:

The Council declared climate emergency in 2019 and adopted two ambitious targets to be a carbon neutral organisation by 2030 and a carbon neutral borough by 2040. A programme to cut emissions across the Council's corporate estate and the borough as a whole, at the pace and scale required, has significant cost implications. The Carbon Net Zero Finance Manager will play a leading role in developing and implementing a net zero Funding and Investment Strategy. This will include economic modelling and identifying opportunities for external funding and other types of income in support of delivering the Council's Climate Emergency Action Plan and Green Plan.

The successful candidate will work closely with the Climate Change Team and the Sustainability function and ensure that through collaborative working the carbon neutral targets are embedded in corporate and financial planning and the financial implications considered. The post holder will be responsible for ensuring that the Funding and Investment Strategy is aligned to the Council's wider policy and priorities as set out in the Council Plan and aligned with the Medium Term Financial Strategy

This new role is crucial to the Council's aspirations and requires an innovative approach. The post holder will provide economic advice to senior leadership, key service area stakeholders, Senior officers, Lead Members, the Climate Change Team and the wider environmental departments to ensure environmental and economic costs are identified and funding secured to deliver the Council's environmental commitments. You will lead on evaluating investment and resource need, seek and secure grants and both internal and external funding sources. You will develop opportunities and partnerships with the public and the private sector to help deliver the Council's environmental commitments and carbon neutral targets.

2. DESCRIPTION OF DUTIES:

Strategic financial planning

1. Lead a specialist cross Council working group to develop a new 2030 Funding and Investment Strategy to deliver our net zero commitments, including appropriate mechanisms, budget commitments and financial forecasting and report on risks and funding gaps.
2. Be an active member of the Climate Change Programme Board and work in partnership with the Climate Change Team and Sustainability function to deliver the Green Plan and Climate Emergency Action Plan.
3. Analyse key data sources and internal relevant technical report (e.g. Carbon Neutral Pathways Report), national, regional and local policies to provide context on resource and financial gaps, opportunities, and solutions and mechanisms for securing resources and funding.
4. Manage the delivery of the new strategy which explores a wide range of funding streams, including innovative options such as Municipal Green Bonds
5. Encourage collaborative working across the Council and widely with local, regional and national organisations.
6. Identify opportunities for external funding and other income in support of the Council's environmental strategies and action plans and provide support with writing funding and grants applications.
7. Coordinate finances relating to sustainability / NET zero across the whole of the Council including Housing, Property, Schools, Transport, Waste etc.)
8. Explore best practice and cutting-edge innovation to ensure that fee and charging policies are utilised to maximum effect.
9. Ensure adherence to corporate processes and timescales, procurement and governance. Actively engage partners and encourage others to build relationships to support the delivery of the climate emergency response.
10. The role is likely to develop and evolve over the next 8 years towards the net carbon zero in 2030 and the post holder will have the opportunity to shape the role.

Budgeting and forecasting

1. Provide ongoing expertise to a wide range of Council departments on contemporary sustainability economics and market trends.
2. Provide ongoing financial expertise to coordinate and manage funding streams and offsetting opportunities.
3. Ensure that the new financial strategy is aligned with the Council's Medium-Term Financial Strategy (MTFS).
4. Work with Finance Business Partners across services of other departments to enabling robust budgeting and progress monitoring against sustainability and carbon neutral targets, including the quantification of savings that are not necessarily cashable.
5. Work in partnership with other key internal departments to coordinate financial management and policy assurance (e.g Climate Change, Housing, Schools, Property, Transport).
6. Undertake high level checks of forecasts, challenging budget holders where appropriate.
7. Analyse organisational risks associated with financial decisions, including long term impacts.
8. Identifying mitigating actions to address budget pressures ensure the Council's commitment can be fully funded.
9. Identify relevant funding opportunities and develop funding proposals and bid applications that can help the Council achieve its climate emergency commitments.

Technical advice and collaborate working

1. Establish and develop strong partnerships and explore opportunities with external organisations such as the Government, other London Boroughs, statutory agencies, the private sector, other public sector bodies and voluntary organisations, maximise external funding contributions.
2. Work closely with the Climate Change Team to identify the funding required for delivering the internal 2030 carbon neutral target and the Climate Emergency Action Plan.
3. Work in partnership with the Climate Change Team in writing funding applications and business cases on climate change and provide on-going support with monitoring and reporting on budget expenditure.
4. Provide specialist technical financial advice to ensure that budgeting processes are geared towards delivering carbon NET zero operations and the wider environmental commitments adopted in the Green Plan
5. Ensure adherence to the Council's financial regulations and standing orders.
6. Provide financial reports for different audiences, as required.
7. Oversee the financial implications for decision making reports related to net zero.
8. Undertake financial appraisals of related service changes, identifying any significant financial implications.
9. Evaluate legislative and policy changes and assess the financial impact on the Council.
10. Undertake any other duties in line with the general level of responsibility of the post.

SELECTION CRITERIA/PERSON SPECIFICATION

Job Title:	Climate Change Finance Manager
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Conditions to Note:

Candidates:

When completing your application form, please address your answers directly to each of the selection criteria below. This enables the panel to assess your ability to meet each criterion. It is essential that you give at least one example of your ability to meet each of the four Values and Behaviours: Putting Communities First, Respect, Integrity and Working Together.

Recruiting Managers:

The following values and behaviours are essential criteria in each post and must be addressed directly by candidates. The Guidance Notes on values and behaviours for managers give example questions to probe candidates in the interview and application stages of the recruitment process.

Values & Behaviours

The Royal Borough of Kensington and Chelsea has identified four key behaviours and values that should be demonstrated by all council employees. Successful candidates will show the ability to meet these behaviours.

A	<p>Equal Opportunities Demonstrate an understanding of and commitment to Council policies in relation to Equal Opportunity, Customer Care and service delivery, and the ability to implement these policies in the workplace.</p>
B	<p>Qualifications</p> <p>Essential:</p> <ul style="list-style-type: none"> • None
C	<p>Skills; Experience and Attitude</p> <p>Essential:</p> <ul style="list-style-type: none"> • Experience and knowledge of the Climate Change agenda and achieving Carbon Net Zero as set out in this JD • In-depth knowledge of sustainability economics and financing. • Excellent verbal and written communication skills • Excellent analytical and IT skills • Experience of working with substantial budgets and writing successful funding applications. • Experience of managing complex financial issues in an environment of change • Experience of producing reports on complex matters • Ability to challenge and question the way things are done • Experience of effective team working and developing staff • Ability to communicate and influence senior stakeholders across multiple areas of the business. • Knowledge and awareness of local government finances, commercial issues and business case development. • Excellent personal organisation skills, including prioritising own workload and work both in a team and unsupervised. • Excellent attention to detail, and ability to analyse and interpret data. • Ability to build and maintain strong working relationships within the Council and with external partners. • Excellent verbal and written presentation and communication skills with ability to communicate to a wide range of stakeholders and audience.

	<ul style="list-style-type: none"> • Good understanding of Local Government finance, climate change agenda and policy landscape. • Passionate about tackling climate change, social and economic sustainability. • Knowledge of green economy issues and environmental policies
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Our Values & Behaviours

D	<div style="background-color: #00a0e3; color: white; padding: 5px; text-align: center; border-radius: 10px;">PUTTING COMMUNITIES FIRST</div> <ul style="list-style-type: none"> • We put local people at the heart of decision making in everything we do. • We seek to include and involve: all voices matter. • We provide quality services that are responsive, effective and efficient. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I actively involve and include the communities that I serve in my work. • I shall reflect the views of the communities in my daily work. • I shall improve the service I provide through seeking feedback from others. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I have been included • I can see how my views have been taken into account • I can see improvements and developments based on my input
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E	<div style="background-color: #009640; color: white; padding: 5px; text-align: center; border-radius: 10px;">RESPECT</div> <ul style="list-style-type: none"> • We listen to everyone and value the personal experiences of people in our communities and of each other. • We adopt a fair, and involving approach regardless of any way in which an individual is different to us. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I adapt my approach to take account of all differences and cultures in the community and with colleagues. • I ensure I am equitable and fair by including those who are quiet or may not be able to represent themselves. • I communicate in a way that is respectful, encourages involvement and meets people's needs. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I feel my culture and background are respected. • I have confidence that action is being taken. • I feel I am being treated fairly.
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F	<div style="background-color: #00a0e3; color: white; padding: 5px; text-align: center; border-radius: 10px;">INTEGRITY</div> <ul style="list-style-type: none"> • We act with openness, honesty, compassion, responsibility and humility. • We let people know what we are doing and communicate why and how decisions have been made. <p>The following examples are indicators of effective behaviour:</p> <ul style="list-style-type: none"> • I demonstrate empathy in my interactions with others. • I am honest and transparent about the decisions I take. • I follow through on the actions I say I will take and take ownership for communicating the outcome. <p>Our residents will feel that:</p> <ul style="list-style-type: none"> • I am told when something is not possible and the reasons why are explained to me. • I feel my perspective is listened to and understood. • I feel my views are valued
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WORKING TOGETHER

- We work together and in partnership with everyone that has an impact on the lives of our residents.
- We want to understand, learn from each other and continually adapt.

The following examples are indicators of effective behaviour:

- I work with others to provide an effective service for residents, local communities and other departments within the Council.
- I seek ways to work with other departments to deliver a seamless service and find opportunities to improve.
- I seek out opportunities to learn from my colleagues and build on good practice.

Our residents will feel that:

- I can get my issue resolved without being passed around departments.
- I find it easy to access the services that I need.
- I feel the Council is open to new ideas.