Post Title: Finance and Commercial Director

Directorate: Midland Metro Alliance and WMCA Corporate Services

Reports to:

Midland Metro Alliance operates a matrix management model. Operationally, the Finance and Commercial Director reports directly to the Alliance Director whilst functional line management is to the WMCA Metro Programme Director.

As an employee of the WMCA the postholder is accountable to the WMCA’s Head of Finance and Business Planning to ensure that the postholder at all times carries out their duties as set out in this role profile in accordance with the statutory, regulatory and policy provisions governing the WMCA.

Role Purpose:

To manage and lead the Midland Metro Alliance (MMA) Finance and Commercial Team in accordance with the MMA Charter to deliver the Programme to expand the Midland Metro Network comprising the existing schemes and any further schemes that are commissioned by West Midlands Combined Authority, ensuring minimal impact on the existing operations during both construction and testing and commissioning.

To be an active member of the Alliance Management Team to collectively deliver the overall Alliance Business Plan with specific focus on providing all of the finance and commercial services which include (but are not limited to) governance, target cost, contracts management, finance, estimating and supply chain. To provide support to the Alliance Director deputising when specifically asked to do so and provide leadership to the Midland Metro Alliance in conjunction with Alliance Management Team colleagues.

Accountabilities (Deliverables):

- Ensure that all members of the Alliance Finance and Commercial Team understand the Alliance Charter and perform in accordance with the Alliance Charter
- Ensure that all of the Alliance Finance and Commercial Team’s actions, decisions and behaviours are consistent with Alliance Principles
- Develop role profiles and select, appoint and actively manage all staff within the Alliance Finance and Commercial Team, including succession planning and mitigation for staffing risks
- Direct the production of target costs, breaking down traditional functional boundaries to create sustainable value for money solutions through early collaboration amongst the wider team.
- Develop and implement effective management of the finance and accounting activities including aligned reporting amongst the participant organisations
- Equitable management of the Programme Alliance Agreement with the Owner and Non Owner Participants in accordance with the Alliance Charter
- Enabling the development and implementation of creative procurement contracting models and supply chain strategies
- Manage and guide the Alliance Finance and Commercial team so as to ensure that the team are able to efficiently develop and implement effective and efficient commercial processes that meet the needs of the Alliance and provide value-adding service to the Alliance Management Team and the Alliance Project Teams Ensuring that the Commercial Team are available to provide the necessary expertise and service(s) to the Alliance Project Teams, thus contributing the achieving the Alliance Business Plan
- Ensuring that the Alliance Finance and Commercial team are available to provide the necessary expertise and service(s) to the Alliance Project Teams, thus contributing to the achieving the Alliance Business Plan.
Responsibilities (Duties):

- Work collaboratively with all colleagues within the Alliance and ensure streamlined submission and receipt of information to Participant organisations
- Identify and agree common ways of working for the Alliance clearly identifying the interfaces with Participant organisation processes.
- Submit an annual business plan budget for the Commercial Team, monitor the budget and maximise Value for Money
- Direct and control the work and resources of the Alliance Finance and Commercial Team in accordance with the MMA Charter and Value for Money Statement demonstrating the values and behaviours through all aspects of own day to day behaviours, and using the Alliance Principles as the basis for all decision making
- Create the culture necessary to achieve exceptional results in delivery by contributing to the development and implementation of the strategy and schedule for embedding and managing behaviour and relationships, and monitor the impact of the strategy against the KRA performance
- Direct and control the Alliance Finance Commercial Team work and resources, establishing the culture of the Alliance and ensure the recruitment and retention of the required numbers and types of well-motivated, trained and developed staff (including appropriate succession planning and resilience) to ensure that it achieves its mission and objectives
- Contribute to the annual business plan and monitor progress against the plan to ensure that the Commercial Team contributes to the Alliance attaining its objectives as cost-effectively and efficiently as possible
- Provide strategic advice and guidance to the Alliance Management Team, to keep them aware of developments within the industry and ensure that the appropriate policies are developed to meet the Alliance’s mission and objectives and to comply with all relevant statutory and other regulations
- Provide programme level data and analysis for the commercial aspects of Alliance performance to support effective decision making by the Alliance Management Team and Alliance Director
- Ensure that there is effective coordination of the commercial and supply chain aspects between the projects with the project inter-dependencies clearly identified and tracked
- Ensure that process innovation is adopted appropriately to deliver best practice commercial and supply chain efficiencies and cost savings across future schemes
- Engage with other Alliances and the wider light rail industry to bring relevant learning to the Alliance with the aim of becoming an exemplar Alliance
- Raise the profile of the Alliance within the industry.

Qualifications:

- Relevant degree (essential)
- CCAB Qualified Accountant (essential)
- Full Membership of CCAB professional body (essential)
- Programme Management (MSP) or Project Management (APMP / PRINCE2) – IPMA level D (Desirable)
Skills/Knowledge/Experience:

Essential:

- Knowledge of Light Rail / Highways Construction
- Behavioural / Collaboration knowledge
- Knowledge and Experience of Commercial / Target Cost / Supply Chain / Estimating / Procurement / Finance at level 4 as defined in the Association for Project Management Competency Framework
- Experience of working in large multidisciplinary delivery environment(s)
- Experience of leading commercial teams working on multiple projects simultaneously.

Desirable:

- Established network of industry contacts
- A wide knowledge of the industry
- Experience of working in an Alliance
- Transport sector experience
- Light Rail multi-disciplinary delivery experience.

Interfaces:

- Alliance Director
- Alliance Management team colleagues
- Commercial Team Partner organisations.