

Job Profile

Position Details	
Post	Principal Accountant – Financial Planning (HRA)
Service Area	Corporate Finance/Business Partnering/Housing Finance
Reports to	Senior Finance Manager – Financial Accounting
Grade	P07
Job Family	To be completed by HR

Role Purpose
<ol style="list-style-type: none"> 1. To provide a comprehensive financial planning service that supports the achievement of Haringey Council's priorities for housing delivery. 2. To monitor, evaluate and ensure accountability and value for money in the delivery of the council's five-year capital programme worth £965m. 3. To ensure that managers engaged in housing capital investment adhere to the appropriate procedures for the financial administration of their services in line with Scheme of Delegation, Standing Orders and Financial Regulations and understand their fiduciary duties. 4. To take lead responsibility for maintaining the HRA Business Plan and forecasting the impacts on it of investment in existing stock, new supply and other new housing initiatives as the arise.

Main Responsibilities
<ol style="list-style-type: none"> 1. To manage the financial and business planning processes for the delivery of new homes and investment in existing homes, in accordance with the instructions of the Director of Finance, to enable the forecasting of the impact of both on the Housing Revenue Account and, as relevant, the wider finances of the Council. 2. To advise and support Housing Development Staff on financial viability modelling and the impact of new schemes on the HRA; and to advise and support other Council and HfH staff undertaking housing investment on the financial implications of investment plans and spending decisions. 3. To contribute to the Medium-Term Financial Strategy process by undertaking detailed financial appraisals of housing investment proposals, including undertaking benchmarking to support decision making. 4. To deputise for Senior Finance Manager(s) in their absence. 5. To manage and maintain records and financial planning models in order to advise senior management of past, present and future resources.

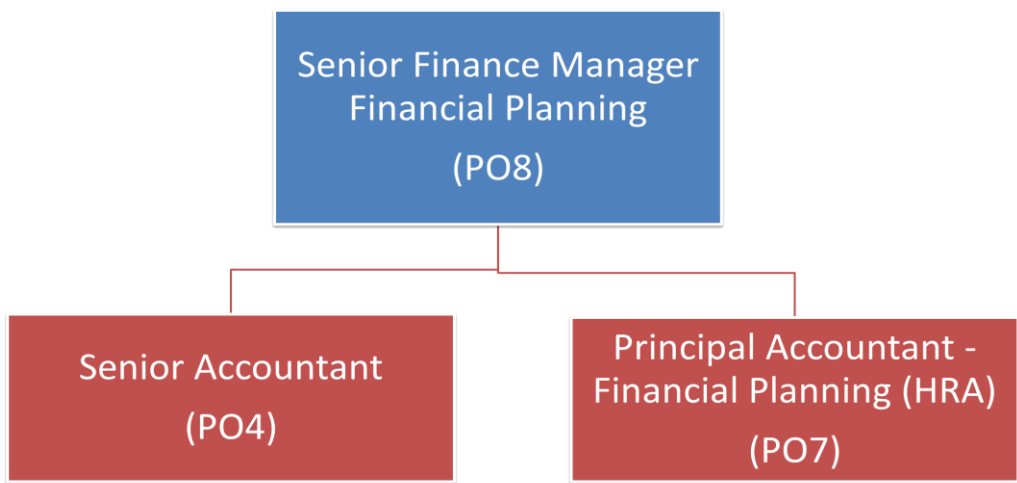
6. To prepare and submit financial and statistical reports and returns to senior officers and to the Council, Central Government, CIPFA and other public organisations.
7. To prepare reports for Cabinet, Committees and Senior Managers, with the guidance of the Senior Finance Manager(s).
8. To undertake financial projects commensurate with the post holder's skills and experience.
9. To propose and take part in new financial initiatives for major projects undertaken by Housing Development Teams.
10. To maintain up-to-date knowledge of all relevant legislation, Government guidance, professional standards, and Council policies, and to ensure that changes are reported and acted upon promptly.
11. To take responsibility for achieving the required key performance targets of the post and service.
12. Promote genuine equality and diversity in all aspects of governance, staff management and service delivery.
13. Promote and represent Haringey Council at all levels throughout the organisation and to external bodies.
14. Take responsibility for the health and safety activities applicable to the post as set out in the Haringey Council policy statements.
15. To undertake any other duties consistent with the basic objectives of the post, as assigned by Senior Managers.

Generic Responsibilities

1. Understanding, knowledge and ability to follow guidelines that ensures compliance with Health and Safety at Work, Data Protection and other statutory requirements.
2. Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies.
3. Knowledge and experience of using IT.
4. To undertake any other temporary responsibilities aligned with the overall purpose and grade of the role.

<ul style="list-style-type: none"> ▪ Ability to set and monitor clear and challenging objectives ▪ Ability to communicate openly with staff and liaise with non-finance staff ▪ Ability to manage own workload and that of staff ▪ Self-motivated and ability to work with minimal supervision ▪ Ability to use complex functionality within Excel and Word. ▪ Ability to work as part of a team. ▪ Demonstrate a proactive approach to problem-solving 	Essential Essential Essential Essential Essential Essential Desirable
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Main Contacts & Other Information
<p><u>Main Contacts:</u> Director of Housing, Regeneration & Planning; Director of Finance; Cabinet member for Housing & Regeneration; Head of finance, AD Housing, Project lead Housing delivery, Senior finance manager – financial accounting.</p> <p><u>Other Information:</u> This position requires the postholder to undergo a DBS (Disclosure and Barring Service) check.</p>

Organisational Structure
<p>Please provide organisation structure chart.</p>  <pre> graph TD A["Senior Finance Manager Financial Planning (PO8)"] --> B["Senior Accountant (PO4)"] A --> C["Principal Accountant - Financial Planning (HRA) (PO7)"] </pre>

