

# Cheshire and Merseyside



**Executive Director of Finance & Contracting & Contracting**  
**Expanded Job Description and Person Specification**  
**August/September 2025**

## About Us



For pdf - <https://www.youtube.com/watch?v=Tv5XnNk7YOk>

NHS Cheshire and Merseyside – the integrated care board (ICB) for the region – is responsible for planning NHS services for our population, which includes the care you receive at your GP practice, local pharmacy, NHS dentist, NHS opticians, or at hospital.

We serve a population of over 2.7m people across [Cheshire East](#), [Cheshire West](#), [Halton](#), [Knowsley](#), [Liverpool](#), [Sefton](#), [St Helens](#), [Warrington](#) and [Wirral](#).

Working alongside the wider [integrated care partnership](#), ICBs have four key aims:

- Improve outcomes in population health and healthcare
- Tackle inequalities in outcomes, experience and access
- Enhance productivity and value for money
- Help the NHS support broader social and economic development.

To support our vision, local health and care services are working together, as equal partners, to support seamless, person-centered care and tackle health inequalities by improving the lives of the poorest fastest.

# Cheshire and Merseyside Health and Care Partnership

Our health is affected by many things – housing, unemployment, financial stress, domestic abuse, poverty and lifestyle choices. This can only truly be addressed via a partnership between the NHS, local government and other health and care partners across the region.

Cheshire and Merseyside Health and Care Partnership – our statutory integrated care partnership – consists of representatives from across our communities, the NHS, local authorities, voluntary sector, housing, police, education and fire and rescue, community, faith and social enterprise (VCFSE) organisations, independent healthcare providers and local businesses.

Our Interim Strategy sets out how we are working together to address the key challenges facing people across Cheshire and Merseyside, ensuring the voice of our communities is at the heart of everything we do.

Our shared key aim is to tackle health inequalities in outcomes, experiences and access. As a 'Marmot Community', we are truly committed to improving the health and wellbeing of our population through our eight Marmot principles:

- Give every child the best start in life
- Enable all children, young people and adults to maximise their capabilities and have control over their lives
- Create fair employment and good work for all
- Ensure a healthy standard of living for all
- Create and develop healthy and sustainable places and communities
- Strengthen the role and impact of ill health prevention
- Tackle racism, discrimination and their outcomes
- Pursue environmental sustainability and health equity together.

## Our Values



## The role

# Executive Director of Finance & Contracting & Contracting

### Job Description

<b>Job Title:</b>	ICB Executive Director of Finance & Contracting
<b>Salary:</b>	VSM
<b>Hours:</b>	Full Time
<b>Location:</b>	No 1 Lakeside , Warrington with travel around Cheshire and Merseyside
<b>Reporting to:</b>	ICB Chief Executive

### Priorities

The Executive Director of Finance & Contracting will be required to ensure that the integrated care board (ICB) meets the financial targets set for it by NHS England, including living within the overall revenue and capital allocation, and the administration costs limit.

Jointly with other system partners, the Executive Director of Finance & Contracting is responsible for ensuring that the integrated care system (ICS) delivers its financial targets.

The Executive Director of Finance & Contracting will support the development and delivery of the long term plan of the ICB. They will ensure this reflects and integrates the strategies of all relevant partner organisations of the ICS, with a particular focus on developing a shared financial and resourcing strategy.

As a member of the unitary board, each board director is jointly responsible for planning and allocating resources to meet the four core purposes of integrated care systems (ICSs);

- to improve outcomes in population health and healthcare;
- tackle inequalities in outcomes, experience, and access;
- enhance productivity and value for money and
- help the NHS support broader social and economic development.

The Executive Director of Finance & Contracting will be responsible for developing the funding strategy for the ICS to support the board in achieving these aims, including consideration of place-based budgets, and making use of benchmarking to make sure that funds are deployed as effectively as possible.

### Key Accountabilities

The Executive Director of Finance & Contracting reports directly to the ICB Chief Executive and is professionally accountable to the NHS England regional Finance Director

As the strategic financial lead, the Executive Director of Finance & Contracting is accountable for all matters, relating to the financial leadership and financial performance of the ICB. The Executive Director of Finance & Contracting will also be responsible for ensuring that the ICB implements a robust financial strategy and for ensuring that system resources are effectively deployed and used to provide the best possible care for the population.

The Executive Director of Finance & Contracting is also responsible and accountable for a wider portfolio, including planning and performance and the ICB estates strategy.

The Executive Director of Finance & Contracting along with other executive members of the ICB will have an influential executive role and shared accountability for the development and delivery of the long-term financial strategy of the ICB, ensuring this reflects and integrates the strategies of all relevant partner organisations within the ICS.

The Executive Director of Finance & Contracting will be responsible for building partnerships and collaborating with wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences for the population through local, regional and national forums.

The Executive Director of Finance & Contracting will provide financial leadership and influence across the ICS to ensure that opportunities to drive improvements in population outcomes which includes collaborating and providing financial leadership with key partners (across health, care and wider) to break down barriers, drive innovation and achieve agreed deliverables.

Alongside other members of the ICB, you will ensure that population health management, innovation, and research, supports continuous improvements in health and well-being. You will influence and work collaboratively as part of a wider system to create opportunities to make sustainable long-term improvements to population health with key partners. This may include developing approaches which are nontraditional in nature, ambitious and wide reaching in areas which incorporate the wider determinants that have an impact on improving clinical outcomes, better life outcomes and reducing health inequalities for the population of the ICS.

Alongside other members of the ICB the Executive Director of Finance & Contracting will work to develop digitally enabled transformation (including financial outcome focused transformation) and the clinical and care elements of a sustainable People Plan for the ICS workforce.

The Executive Director of Finance & Contracting is professionally accountable to the NHS England regional finance director and may from time-to-time be formally requested to act on behalf of NHS England on key performance, monitoring and accountability matters. This will include the identification of key financial risks and issues related to robust financial performance and leadership and working with relevant providers and partners to enable solutions.

As a qualified accountant, individuals in these roles will be accountable for their own practice and conduct in the role.

## Responsibilities

**Key responsibilities will include:**

### **Setting strategy and delivering long-term transformation**

- you will be responsible for influencing and contributing to the ICB plans and wider system strategies of the ICS, with the aim of driving innovation in clinical outcomes, reducing health inequalities and achieving better life outcomes across the ICS. This will include creating and influencing leadership relationships and wide scale system change to ensure that the ICB acts as an enabler to harness system development opportunities to improve the population health of the ICS.
- you will ensure that the ICB influences and seeks input from wider ICS system leaders including provider collaboratives, public health, primary care, local government, voluntary and community sector, other partners and local people to make real transformational differences for the population through local, regional and national forums.
- you will support the production and delivery of a five-year ICB plan with the key aim to produce a financial and resources strategy aimed at improving clinical outcomes, better life outcomes and reducing health inequalities, working with the chief executive officer, other board members, partners across the ICS and the local community.
- this will include the interpretation and implementation of the NHS Long Term Plan, contracting and performance standards and other national strategic priorities.



- you will ensure that there are effective mechanisms for anticipating, identifying, and responding to key financial risks (including risk sharing arrangements) that could impact on the successful delivery of the ICB strategy.
- you will also establish appropriate governance structures (with NHS partners in the ICS) to deliver on the collective requirement of system financial balance and risk sharing.
- you will also be responsible for developing the necessary financial and performance leadership and functions to ensure the delivery of the ICB financial strategy including leading and influencing the development of a diverse group of leaders to enhance the opportunities for collaboration across the ICS.
- you will be accountable for the production and delivery of a robust supporting financial strategy that delivers effective use of system resources to deliver improvements in outcomes in population health and healthcare; tackle inequalities in outcomes, experience, and access; enhance productivity and value for money and help the NHS and ICS partners support broader social, economic, and environmentally sustainable development.
- you will aim to influence system leaders to ensure that there are effective mechanisms for anticipating, identifying, and responding to key contracting, performance and wider organisational risks that could impact on the successful delivery of the ICS strategy. This will include engaging with system leaders from across the ICS to drive research, innovation, quality improvement, patient safety and population health outcomes from a risk based approach across the ICS footprint.

### **Building trusted relationships with partners and communities**

- Success in this role is dependent upon the development, implementation and performance monitoring of a robust financial strategy for the ICB including ensuring the effective use of system resources through strong collaborative system decision-making.
- Ensuring and influencing strategic collaboration with ICS partners, clinical and care leaders across health and care at all levels of the system, this role will develop a collective strategic financial leadership approach for the ICB and place-based use of resources, through the effective and efficient use of ICB allocations and commissioning opportunities to meet the needs of the system population.

### **Leading for social justice and health equality**

- reducing health inequalities is a core objective of the ICB and the Executive Director of Finance & Contracting will foster a culture in which equality, diversity, inclusion and allyship are actively promoted across the ICS.
- to drive innovative, data evidenced, change on behalf of the ICB and on behalf of NHS England focusing on ensuring that inequalities across the system are addressed.
- promoting and enhancing strategic approaches to enhancing and/or further developing personalised care locally in so that the ICB achieves the best possible health and care for its communities.
- ensuring the population needs are met through the appropriate allocation of resources in a system role, utilising close working relationships with system partners to ensure investment and performance of resources is effective in assisting to reduce health inequalities across the ICS.

### **Driving high quality, sustainable outcomes**

- you will work with other ICB executive colleagues and ICS partners to collectively oversee the quality of all health services including implementing a safer, just culture, safer systems, and safer care.
- you will also work with other ICS colleagues to deliver high quality health and care services.
- as a member of the ICB, you will collectively work to address underperformance in a timely manner and promote continuous quality improvement through learning, improvement methodologies, research, and innovation. This will include embedding and delivery of system wide transformation and efficiency programmes, and any related recovery programmes.

- you will take a lead role on behalf of the ICB and where required NHS England to ensure that there are appropriate and effective financial and contracting monitoring and performance arrangements in place to ensure the delivery of effective health services.
- you will positively engage with key system leaders to collectively provide ICS leadership for the finance profession within health and care.
- taking the role of a system leader to promote and lead data quality driven improvements which have a direct impact on the population health needs of the ICS.
- you will support wider executive colleagues in influencing strategic change and collaborative initiatives which have a direct impact on population health outcomes including key matters such as collective financial and contracting opportunities, future workforce supply, quality and safety initiatives and system wide joint working at a strategic board level with system partners.
- you will promote awareness and understanding of financial, value for money and commercial issues, including robust and considered challenge and ICB decision-making at all levels.
- you will ensure that the ICB meets the required financial and governance arrangements as a statutory body.
- you will promote continuous quality improvement through learning, improvement methodologies, research, innovation, and data driven improvement initiatives both at a strategic and operational level.
- you will take action to ensure underperformance in any service commissioned by the ICB is addressed in a timely manner, working with the relevant providers and the NHS England regional team as required.

### **Providing robust governance and assurance**

- as Executive Director of Finance & Contracting of an ICB you will be responsible for financial leadership of an NHS statutory body, compliance with all ICB business rules and ensuring that the internal finance team is appropriately resourced to deliver all statutory functions of the ICB. Specifically, this involves putting in place an adequate system of financial control, strategic planning, budget setting, financial reporting, and risk management.
- you will therefore ensure as the responsible officer that the ICB is positioned to produce its required monthly reporting, annual report, and accounts, as part of the setup of the new organisation.
- you will liaise with external audit colleagues to ensure timely delivery of financial statements for audit and publication in accordance with statutory, regulatory, and professional requirements.
- you will ensure the appropriate and effective financial control arrangements are in place for the ICB and that accepted internal and external audit recommendations are actioned in a timely manner. In addition, you will lead allocations to organisation and place level for all revenue and capital.
- to be the lead officer for the ICB's Audit Committee, and Finance, resources and investment committee, ensuring the ICB is managed in accordance with robust financial controls and good governance.
- you will support a strong culture of public accountability, probity, and governance, ensuring that appropriate and compliant structures, systems, and process are in place to minimise risk and promote the freedom to speak up.
- you will be accountable for managing the NHS budget across the ICB, ensuring financial balance for the NHS, good value for money for taxpayers and promoting and ensuring long term-financial health for the system. This will include ensuring the establishment of and compliance with standing financial instructions and standing orders and reporting arrangements for the ICB and wider partnership organisations across the system as necessary.
- where services are commissioned across ICBs you will oversee successful performance on the use of resources in line with the agreed system oversight framework for the ICS, ensuring appropriate escalation arrangements are in place and appropriate actions is taken as necessary.

- you will work closely with system partners to ensure that financial and commissioning arrangements which support and promote integration and meeting the needs of the population are effective and transparent. This will include ensuring user/patient involvement in decision making relating to the use of resources and commissioning where appropriate.
- you will lead on the identification of performance risks and issues related to financial and contracting performance and work with relevant providers and partners to enable solutions, including making recommendations for informal/formal intervention where appropriate.

### **Creating a compassionate and inclusive culture**

- you will have responsibility for developing the finance function, delivering the five-year finance development programme and for ensuring that work on equality, diversity and inclusion is taken forward. To do this you will need to actively engage with the regional finance academy and the workstreams of the finance leadership council and be responsible for improving the diversity of senior finance leadership in the ICS.
- you will create and promote a culture of inclusive, professional leadership.
- you will be visible as a collaborative financial leader and role model, engaging health and care professionals across the whole system in the development and delivery of the ICB plan. This includes:
  - Providing mentoring and support to other health and care professional leaders.
  - Ensuring that health and care professional leaders are supported to perform their roles and given opportunities to develop.
  - Ensuring that the talent management and development of health and care professional leaders (including finance and contracting staff) is embedded at all levels of the system.

### **Key relationships**

- Executive Team
- NHS England
- Senior Managers and wider colleagues
- NHS Trusts /Provider collaboratives
- GP Portfolio leads
- Primary Care Network Clinical Directors
- Member GP practices and other practice staff
- Local system stakeholders including healthcare providers and local authorities
- ICS stakeholders including Health and Wellbeing Board members
- Patients, carers and communities
- Local professional committees (LMC, LPC, LOC, LDC)
- Academic Health Science Networks and Centres
- Voluntary Groups
- Other local and national organisations as required, including Regulatory Bodies.

### **Supplementary duties and responsibilities**

#### **Other Duties**

The above is only an outline of the tasks, responsibilities and outcomes required of the role. The job holder will carry out any other duties as may reasonably be required by the organisation.

#### **Mobility**

Employees may be required to work at any of the other sites within the organisation.

#### **Health and Safety**

Employees have a legal responsibility not to endanger themselves, fellow employees and others by their individual acts or omissions. The post holder is required to comply with the requirements of any policy or procedure issued in respect of minimising the risk of injury or disease.



### **Data Protection and Confidentiality**

All employees are subject to the requirements of the Data Protection Act 2018 and the General Data Protection Regulation (GPDR) and must maintain strict confidentiality in respect of patient, client and staff records.

### **Safeguarding Responsibilities**

The organisation takes the issues of Safeguarding Children, Adults and addressing domestic violence very seriously. All employees have a responsibility to support the organisation in our duties by:

- attending mandatory training on Safeguarding children and adults;
- making sure they are familiar with their and the organisation's requirements under relevant legislation;
- adhering to all relevant national and local policies, procedures, practice guidance (e.g. LSCB Child Protection Procedures and Practice Guidance) and professional codes;
- reporting any concerns to the appropriate authority.

### **Smoking and Health**

The organisation has a no smoking policy throughout its premises, including buildings and grounds.

### **Equality and Diversity**

The organisation is committed to promoting equal opportunities to achieve equity of access, experience and outcomes and to recognising and valuing people's differences. This applies to all activities as a service provider, as an employer and as a commissioner.

### **Information Management and Technology (IM&T)**

All staff are expected to utilise the relevant national and local IM&T systems necessary to undertake their role.

### **Flexible Working**

The organisation is committed to offering flexible, modern employment practices, which recognise that all staff need to strike a sensible balance between home and work life. All requests to work flexibly will be considered.

### **Clinical Supervision**

It is mandatory for all professionally qualified staff and clinical support staff to actively participate in clinical supervision as an integral part of their professional development for a minimum of four sessions per year. Clinical Supervision will be monitored via an annual Performance and Development Review (PDR).

### **Reasonable Adjustments**

The organisation seeks to promote the employment of individuals with disabilities and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.

## Person Specification

Criteria	Essential / Desirable
<b>Personal Values</b>	<p>Personal commitment to the values of the NHS Long Term Plan, the NHS People Plan, Nolan principles and the Fit and Proper Persons regime.</p> <p>Demonstrates a compassionate leadership style with a track record of improvements to equality, diversity, inclusion, and social justice.</p> <p>Lives by the values of openness and integrity and has created cultures where this thrives.</p> <p>Committed to continuing professional development.</p>
<b>Experience</b>	<p>Substantial board level leadership experience and/or system leadership experience within a regulatory or similar environment is essential.</p> <p>Experience of managing highly sensitive situations with stakeholders.</p> <p>Experience of managing relationships with the media and political stakeholders.</p> <p>Experience of providing financial leadership, mentorship, and professional development at a very senior level with demonstrable outcomes.</p> <p>Experience of leading highly complex and contentious transformational change at significant scale.</p>
<b>Knowledge</b>	<p>Extensive knowledge of the health, care and local government landscape and an understanding of the resourcing implications related to the social determinants of public health.</p> <p>Current evidence and thinking on practices which reduce health inequality, improve patient access, safety and ensure organisations are Well Led.</p> <p>Extensive knowledge of health and care financial planning and budgeting at a board and/or system level.</p>
<b>Skills</b>	<p>Exceptional communication skills which engender community confidence, strong collaborations, and partnership.</p> <p>Strong critical thinking and strategic problem solving; the ability to contribute to a joint strategic plan and undertake problem resolution and action.</p> <p>Analytical rigour and numerical excellence.</p> <p>Highly sophisticated leadership and influencing skills; building compassionate cultures where individuals and teams thrive at organisation, partnership and system levels.</p>

<b>Qualifications</b>	<p>Qualified accountant with full membership and evidence of up-to-date continuing professional development.</p> <p>Experience of utilising health economics experience in a relevant role/setting and/or a relevant qualification is desirable.</p>
<b>Equality, diversity &amp; inclusion</b>	<p>Commitment to equality of opportunity, focussed on removing barriers to full participation Fosters good working relationships and values diversity and difference.</p> <p>Understands the importance of diversity and inclusion in delivering our role in the health and care system.</p> <p>Adherence to the Data Protection Act 2018 / General Data Protection Regulation (GPDR).</p> <p>Upholds the Equality Act 2010 and the Public Sector Equality Duty.</p> <p>Promotes high standards for improving diversity and equality, as per the Workforce Race Equality Standard and Workforce Disability Equality Standard.</p>
<b>Mobility Car</b>	<p>Car driver / owner or reasonable alternative due to travel required across Cheshire and Merseyside, and other locations as required.</p>

**The organisation seeks to promote the employment of individuals with disabilities and will make any adjustments considered reasonable to the above duties under the terms of the Equality Act 2010 to accommodate a suitable disabled candidate.**

## How to apply

Seymour John is acting as an advisor to NHS Cheshire and Merseyside. An executive search process is being carried out by Seymour John in addition to the public advertisement.

The closing date for applications is **midnight Monday 29<sup>th</sup> September 2025**

Applications should consist of:

- Formal application via the TRAC/NHSJobs Portal.
- A full CV.
- A covering letter outlining your motivation and details of how you meet the qualification, skills and experience criteria of the person specification.
- A fit and proper persons form, a copy of which you can download **via the TRAC Recruitment Portal**
- Please include details of two referees in your CV, though please note that we will not approach your referees without your prior consent and only should you be shortlisted.

Should you wish to discuss the roles in strict confidence, please contact:

**Will Griffiths,**  
**Director**  
**Seymour John**  
**07818 693596**  
[will@seymourjohn.com](mailto:will@seymourjohn.com)

## Timetable

**Final interviews – Monday 20<sup>th</sup> October 2025**