

EST 1892

LSBU

London South
Bank University



Candidate brief for the position of
**Head of Financial Planning &
Finance Business Partnering**

ULA
UNIVERSITY
LEADERSHIP
ASSOCIATES

F E A EXECUTIVE
SEARCH →



About Us

Professional and technical education has been central to LSBU Group's mission since our founding in 1892. Today, as London's first integrated tertiary education group, we continue to lead the way on learner-centred, skills-focused education.

Comprising London South Bank University, South Bank Colleges and South Bank Academies, connectivity lies at the heart of all we do.

Since 2019, LSBU Group has grown beyond its three founding institutions to form a powerful network of learners, staff, alumni, employers and policymakers – united in our mission: to challenge social and economic inequalities through applied education, insight and partnership.

We are a powerhouse for inclusive education, enterprise and economic growth, connecting potential to opportunity and enabling people to thrive. Our Group network enables us to create learning pathways and connect people and organisations. This ensures learners are supported through the education system to achieve their full potential and can contribute their skills and energies locally and to wider society.

Our new strategy, Connecting, sets out a bold, ambitious vision for LSBU Group and it has been developed in collaboration with colleagues, student groups, partners and stakeholders. Focused on delivering good jobs for all our learners, we are proud to be employer and skills led, delivering excellent professional and technical teaching which supports future talent and careers to deliver impact for London and beyond.

Through Connecting, we will redefine tertiary education for a global, technology-driven economy – rooted in London.

About the Finance and Management Information Services

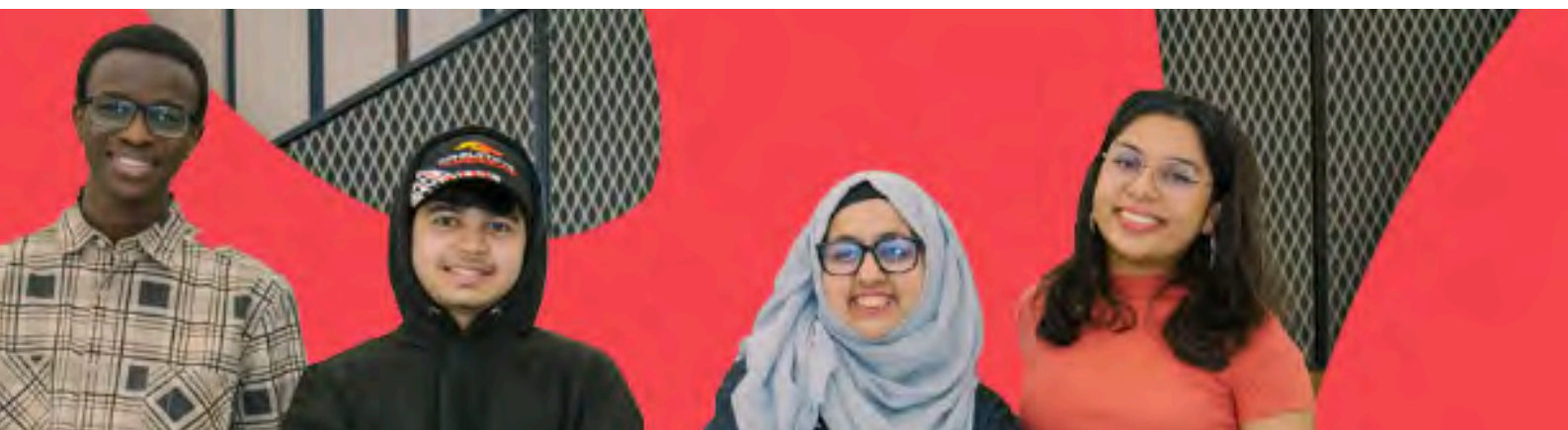
The FMI team provides advice, support and leadership on all financial matters across the LSBU Group. There are shared Group level services across the University and College entities for Financial Accounting, Tax, Treasury and Internal Audit together with Financial Systems, Payroll, Pensions, Procurement and Accounts Payable. Many of these services are also used by our associated Schools.

Further teams, focussed on each entity in the Group, provide financial business partnering to all levels of budget holders and decision makers. These teams benefit from a local focus on individual entities' context and regulatory environments. They also provide internal reporting, budgeting, forecasting, investment appraisal, capital planning and support a range of regulatory and statutory returns. There are also teams focused on income, fees and credit control across the full range of our c. £200m turnover as a Group.

The FMI team work closely with other Professional Service Groups to support the achievement of Group strategic aims while ensuring funding is in place to provide for both short and long-term business requirements. The service is focussed on financial control, enabling good decisions and supporting, via great service, the wider functions and operations of each entity in the Group.

FMI support the Group Chief Financial & Chief Operating Officer in service to the various leadership and governance level meetings including the Entity Board's and finance and risk specialist committees. The team also maintains the Financial Regulations.

We are seeking an exceptional individual to lead our Financial Planning & Business Partnering team reporting to the Group Director of Finance as a member of the Senior Finance Management team. We are open to candidates from a range of backgrounds and also welcome those with experience in Further Education and/or Higher Education as an advantage.



Working for Us

Turning passion into purpose

Our ambition is to create educational pathways that empower people of all backgrounds and talents to realise their aspirations, add to the knowledge base, and contribute their skills and drive to wider society.

To realise our ambition, we need people with energy, courage and imagination, who are enthused by our vision and recognise our values as theirs; people who bring ideas to enrich our approach to learning, research and innovation; collaborative people who love creating and spreading knowledge; brilliant people who seek growth and yearn to make a positive, personal difference.

At LSBU, you will get to contribute to a vibrant and dynamic culture, which is fuelled by purpose, built around people, and is genuinely diverse. You will be trusted and recognised for your unique contribution.

You will be part of a great team, turning your passion into purpose.



Top 10

We continue to be recognised as a leading global university for Reducing Inequalities.

(Times Higher Education Impact Rankings, 2025)

Graduates earn more

Our graduates are the highest paid on average amongst all London Modern universities.

(LEO, 2025)



LSBU Career Pathways and Behaviour Framework

LSBU has developed a range of Career Pathways for Professional Services Group (PSG) roles. They include 8 different “job families” of roles which share common characteristics and require broadly similar skills and competencies. Job families are a way of describing work across the organisation that can support career planning and development, and the pathways identify skills and competencies for different grades within each job family. The Career Pathways document can be found [here](#).

This post falls within the Organisational Services Job Family.

The PSG Career Pathways should be read alongside the [LSBU Behaviour Framework](#) as this describes the behaviours expected at each grade, and successful candidates should be able to demonstrate how they meet the core behaviours detailed.



Job Description

Title:	Head of Financial Planning & Finance Business Partnering (SBC/A)
Grade:	SBC MGT
Reports to:	Group Director of Finance
Line Management:	Lead Finance Business Partner & team
Salary:	Competitive

Job Purpose

The purpose of this role is to lead our Financial Planning & Business Partnering team reporting to the Group Director of Finance as a member of the Senior Finance Management team. This team's purpose is to improve SBC and SBA's financial planning, decision making and control through the provision of useful management information to stakeholders across the organisation.

In addition to managing the team, you will also take direct responsibility for providing finance business partnering to members of our Executive team.



Key Responsibilities

1. Lead and manage the SBC and SBA Finance team: setting priorities for their work, providing necessary guidance and support and measuring and managing their performance.
2. Recruit and onboard new team members, develop them to maximise their potential and create an environment to motivate strong individual and team performance.
3. Business partner the SBC/A Executive Principal in support of the College Executive Board and Academies Executive Board.
4. Lead and co-ordinate the SBC and SBA annual budget setting processes for the Finance function, working with colleagues responsible for other aspects of these planning process including Principals, Marketing and MIS. This budget setting process covers all curriculum and professional services areas of SBC and SBA, and includes income, expenditure and capital investments.
5. Ensure robust financial controls operate across SBC and SBA, identify and escalate financial risks and work with relevant Group finance teams to ensure that control account reconciliations, corrective actions and audit recommendations are completed promptly.
6. Month end reporting production and finalising the first draft SBC and SBA Management Accounts reports for review by the Group Director of Finance, co-ordinating with other senior leads from Financial Reporting and Control. Monitor financial performance against budget and forecast, investigate significant variances and emerging trends and recommend appropriate remedial action, efficiency measures and financial recovery plans to the Executive Director of Finance and relevant executive stakeholders.
7. Management and accounting of income postings required. Oversight of payroll and payables services provided by LSBU Group leads.
8. Co-ordinate Finance Business Partnering activities across SBC and SBA. Ensure the team deliver their services to a high standard. These services include budget setting, business case development, comprehension of financial reports, budget holder training, financial approver maintenance, monthly forecasting and providing advice and insight to budget holders.
9. Preparing the College Financial Forecast Return and Academies Accounts Return and other relevant regulatory compliance return for review by the Group Director of Finance, Executive Principal and Accounting Officer.
10. Provide, either personally or via the team, project accounting support to ad-hoc transformation and other financial improvement programmes for areas supported.
11. Oversee the development of investment cases and monitor the organisation's performance against approved proposals. Ensure team members who are supporting emerging business case development from the areas they partner with understand and apply consistent best-practice approaches.
12. Provide cover, as needed, for team absence and review central cost centres, directly providing the services outlined in points 6 & 7 above.

13. Provide ad hoc analysis to senior stakeholders across LSBU, SBC and SBA as requested.
14. Work in partnership with the Head of Financial Reporting & Analysis to create an agreed timetable for monthly forecasting, consistent processes and templates for forecasting and a useful suite of reports for budget holders and other finance stakeholders across the LSBU Group.
15. Drive improvements in budgeting and forecasting, in particular by making better use of data from other core business systems.
16. Coordinate the development and delivery of a suite of regular training sessions to budget holders across LSBU.
17. Under guidance from the Group Director of Finance, lead for SBC and SBA on the annual audit, providing swift resolution to queries and responses to audit samples. Contributing to the production and delivery of the Financial Statements in partnership with the LSBU Group Financial Accounts team.
18. Act as a member of the Senior Finance team, supporting the development of the wider teams, providing resilience in the absence of other senior members and providing support to and deputising for the Group Director of Finance on relevant matters.
19. Undertaking any other appropriate duties as may be necessary in the interests of the Group or FMI as agreed with the role holder's line manager and/ or the Group CFO.



Person Specification

Qualifications

- Full membership of a professional accountancy body (ICAEW, ACCA, CIMA, CIPFA or equivalent) or demonstrable equivalent knowledge gained through experience and commitment to ongoing continuing professional development to the same level required by professional accountancy bodies.
- Bachelor's degree (BA/BSc or equivalent).

Experience

- Successful line management experiences.
- Finance business partnering to senior non-finance professionals.
- Experience of budget setting, forecasting, financial control and management accounting in further education, academies or a similarly regulated environment.
- Experience of assisting in preparing reports and recommendations for executive teams, boards or governing bodies.
- Experience of education sector funding, regulatory returns and audit requirements.
- Experience of identifying and managing financial risks.
- Experience of leading finance-process or finance-system improvements and managing organisational change.
- Undertaking costings and developing business cases from scratch.
- Working in close partnership with other professional functions (e.g. HR, IT), with a supportive and collegiate style.

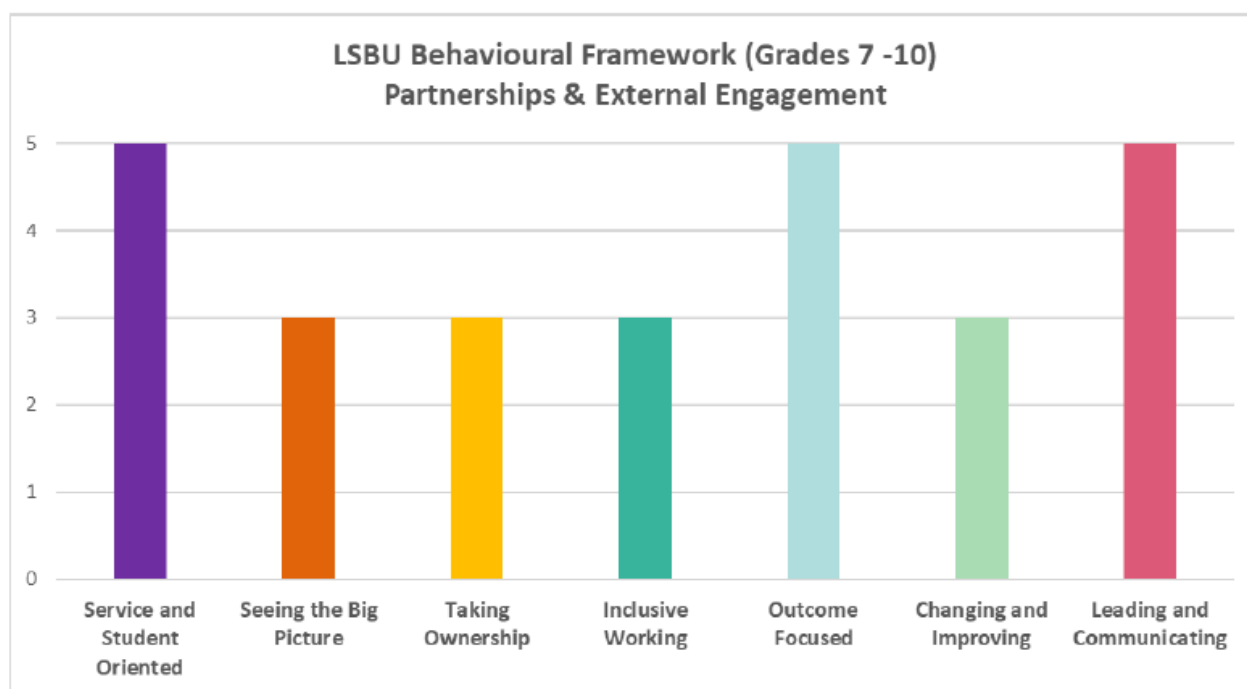
Skills/Abilities

- Ability to conduct complex financial modelling, combining data from multiple sources to provide useful information for decision making purposes.
- Reflective skills and the ability to constructively reflect on the actions of yourself and others to improve future outcomes.
- Interpersonal skills and the ability to put across financial information clearly and persuasively to diverse audiences.
- Strong IT skills, including the ability to use MS Excel for modelling purposes.
- Good technical accounting skills.
- Excellent time management and prioritisation skills.



Behavioural Framework

The LSBU Behavioural Framework describes the behaviours expected of the postholder, and successful candidates should be able to demonstrate how they meet the core behaviours shown in the Skyline chart below.



Whilst all elements of the Framework are important for every role, the Skyline indicates which areas we will be focusing on most during the recruitment process for this role. Candidates should therefore ensure they provide evidence of these behaviours in their application or supporting statement and be prepared to respond to behaviour focussed interview questions.

How to Apply

We have retained FE Associates to support us in finding an outstanding individual to inspire excellent practice across our organisation. The application process is outlined below.

Initial Discussion and Recorded First-Stage Teams Interview

Prior to submitting an application, interested parties should arrange an initial conversation with our FE Associates lead consultant, by emailing Elle.Hurst@fea.co.uk, to discuss the role before the closing date. ***Once it is agreed for you to proceed with an application, the lead consultant will schedule a first-stage interview via Teams with you which will take place before the closing date and will be recorded.*** Once this interview has been scheduled, you should submit your application.

Please visit www.fea.co.uk/job/sbc-hfp and complete the registration form to access the online application form and the equality and diversity form. At Step 2: Submitting your application, click Apply now.

Shortlisting and Invitation to Interview

After the closing time/date, our lead consultant will send all applications and recorded first-stage discussions to LSBU for shortlisting. Once the shortlist has been agreed, candidates will be notified by the lead consultant and shortlisted candidates will be invited to a formal interview/selection process with the LSBU.

Safer Recruitment and Due Diligence Checks

Applicants are advised that, as part of the statutory guidance on Keeping Children Safe in Education, colleges/training providers are advised to make arrangements for an online search as part of due diligence on shortlisted candidates. The searches are aimed to assist in identifying things said or done that may harm the organisation's reputation or make the candidate unsuitable to work with children, young people and vulnerable adults. Where a cause of concern arises from the online search, a risk assessment will determine whether the concern is of such a nature that it is appropriate to exclude a candidate from the process or whether a clarification discussion, before or during an interview, is needed.

Key Dates

Closing date for applications: 9am on Friday 30 October 2026

We reserve the right to close this vacancy early should a volume of applications be received.

Interviews to take place on a date to be confirmed.