**Secondments at the Local Government Finance Directorate, Ministry of Housing, Communities and Local Government**

MHCLG is in the middle of an exciting programme to reform the local government finance system so that it supports local authorities to provide sustainable, high quality public services beyond the current spending period, whilst balancing the impact of taxation on businesses and council tax payers. We are looking for committed and enthusiastic individuals with local government experience to join the Department on temporary secondment to help develop and deliver this major reform and taxation programme.

There are a range of opportunities available, at all grades, to work across the directorate to take forward policy development and delivery on a number of ministerial priorities:

- Delivering the Fair Funding Review of local authority needs and resources;

- Preparing for the upcoming Spending Review in 2019;

- Working on the upcoming Adult Social Care Green Paper;

- Meeting manifesto commitments to deliver significant reforms to business rates retention;

- Continuing to develop and reform of the local tax regime (council tax and business rates), ensuring the smooth passage of legislation currently in Parliament; and,

- Overseeing the accurate delivery of a complex and intricate local government finance system, including the collection of £50 billion of taxes.

These are exciting and challenging roles that will help shape the way that these taxes and local public services are delivered in the future. The roles are likely to involve opportunities to work with Ministers and senior officials across Whitehall, local government, as well as a wide range of external strategic partners. They will provide any secondee with a good understanding of the inner workings of central government at an exciting and pivotal time. You will return to your host organisation more informed about government and with a greater understanding of political decision-making in Whitehall.

Successful candidates will be ready to:

* lead the development of policy related to the local government finance and taxation areas set out above, drawing on evidence to advise ministers effectively;

AND/OR

* effectively deliver the accurate and robust systems and processes, such as payments, grant management and tax systems, that sit within the local government finance system;

AND

* build strong, collaborative relationships with internal and external stakeholders;
* plan and manage their work autonomously, demonstrating leadership and people management skills commensurate with their grade.

We are looking for candidates with varied skills who want to be involved in leading, developing and delivering local government policy. Experience of working within local government finance in a local authority context, including specifically in revenues and benefit teams, and/or specific finance qualifications, are desirable but not essential. Individuals with local government experience, but currently working in a different context, are welcome to apply.

As the Directorate is wholly based at 2 Marsham Street in London, availability to work in London at least 2 days a week will be necessary and it will not be possible for the Department to pay travel expenses for those based elsewhere. Home working, flexible working, part-time and job shares are all supported. Successful applicants would join the Department on secondment for a fixed period of between 6 months and a maximum of two years.

If you are interested in applying, please send a CV and covering letter to LGFsecondments@communities.gsi.gov.uk by 14 September 2018. Applications will be considered from the point at which this advert is sent out, and applicants may be invited for an informal interview with a senior manager in the Directorate before being offered a role. Roles will be offered on a rolling basis as applications are received, so you are encouraged to submit your expression of interest early.

Your covering letter should be no longer than 2 A4 pages and include:

* Why you are interested in a secondment to work at MHCLG;
* A short summary of your skills and experience and why they would make you suitable for a role working in MHCLG;
* When you would be available to start and how long you would be interested in a secondment for (roles between 6 months and 2 years are available);
* What civil service grade you would expect to join the Department at, based on your skills and experience (information on MHCLG pay grades is set out below).

**Annex: MHCLG Pay Bands**

**London** (Rates effective 1 August 2017)

| **Grade** | **Pay Band** | **Description** | **Scale** |
| --- | --- | --- | --- |
| AO | PB2.1 | AO London | £25,322 (New entrants)  |
| EO | PB3.2 | EO London | £26,808 - £30,911 |
|  | PB3.4 | EO Accountant London | £29,764 - £32,001 |
| HEO | PB4.3 | HEO London | £31,963 - £36,400 |
|  | PB4.6 | HEO Accountant London | £35,136 - £40,015 |
| SEO | PB5.1 | SEO London | £37,634 - £43,829 |
|  | PB5.8 | SEO Accountant London | £40,848 - £47,563 |
| G7 | PB6.1 | Grade 7 London | £50,006 - £59,377 |
| G6 | PB7.1 | Grade 6 London | £60,316 - £71,058 |

**National** (Rates effective 1 August 2017)

| **Grade** | **Pay Band** | **Description** | **Scale** |
| --- | --- | --- | --- |
| AO | PB2.0 | AO National | £21,741 (New entrants) |
| EO | PB3.0 | EO National | £23,895 - £27,604 |
| HEO | PB4.0 | HEO National | £29,055 - £33,098 |
|  | PB4.4 | HEO Accountant National | £31,752 - £36,167 |
| SEO | PB5.0 | SEO National | £34,973 - £40,771 |
|  | PB5.4 | SEO Accountant National | £37,634 - £43,829 |
| G7 | PB6.0 | Grade 7 National | £45,938 - £54,517 |
| G6 | PB7.0 | Grade 6 National | £55,290 - £65,064 |