

# Chief Finance & IT Infrastructure **Officer**

Candidate Pack | June 2026





**Stephen Lodge**  
Chief Executive



**Paul Bryan**  
Deputy Chief Executive



**Rachel Searle**  
Executive Director



**Jan Montague**  
Executive Director

## Your Application

### Thanks for your interest in becoming Chief Finance & IT Infrastructure Officer for Westward Housing

You will no doubt do your own due diligence, but please do read this pack carefully as it will provide you with a good overview of the organisation and the role. After you have done that, you may want to speak to one of us, so that we can talk through what you have to offer Westward and get a sense of how that aligns to what Westward is seeking.

**To apply, please complete the online application – accessible via our [live jobs page \(click link\)](#).**

The application includes:

- A section where you need to upload your up-to-date **CV**. Please ensure the information is focussed on your current and/or most recent roles (you can sum up earlier roles, say before the last 15 years), and tell us about your achievements so we get a picture of your skills and experience.
- A section to write your **supporting statement** – we want to hear about your motivation, why this role/organisation, and you will also want to evidence how relevant your offer is to the role specification.

You will receive an email confirmation and see an onscreen confirmation message after submitting your application, but **if you have any issues, please contact Justine Janes** via [justine.janes@westwardhousing.org.uk](mailto:justine.janes@westwardhousing.org.uk) or **01626 245329**.

The role closes at **midday on Monday 22 June 2026**. Please ensure we receive your application in good time.

If you have any questions in advance of completing your application, you can contact PA Justine Janes on 01626 245329 or [justine.janes@westwardhousing.org.uk](mailto:justine.janes@westwardhousing.org.uk) who will arrange a mutually convenient time and date for you to have an informal chat.

# Welcome to Westward

It's an exciting time for the housing sector, and an exciting time to join us. In March this year the Regulator of Social Housing confirmed Westward as being fully compliant with all three of its regulatory standards, awarding us GI, VI and CI ratings. The UK government has also implemented a series of policy changes, to enable the sector to deliver more homes and services for customers. Westward is facing a moment of pivotal change, as we grow our delivery of new homes, changing lives and enabling opportunity for our customers, and as we get ahead with technology, supporting our colleagues to be the best they can be.

We also recognise the acute pressure on housing across the south west peninsula. With more than 50,000 households on local authority waiting lists, and more than 1,600 households living in temporary accommodation, we want to do more to help.

We can only grow our organisation and deliver services to our customers, now and in the future, if we have strong governance and financial resilience. To help us maintain this we're seeking a new member to join our team. If you're committed to customer service, to equity, diversity and inclusion, and to standing up to the injustice of poverty, you'll fit in well.

Ideally, you'll have experience as a Chief Finance & IT Infrastructure Officer or similar role. We are especially keen to hear from candidates with experience in housing development and/or social housing management. And we're keen that our workforce is inclusive and our colleagues are representative of the communities we work in. Your preferred style of working will be collaborative and you'll have the confidence to hold and share your own views. You'll be professionally curious. You'll be comfortable liaising with customers and stakeholders including councillors and MPs.

You'll, of course, do your own due diligence on us. We'd urge you to consider our values and our vision. If they resonate with you and having read this pack you feel you have the skills and experience to really add value to our team, then we'd love to hear from you. You might like to have a chat to help you decide. If so, just drop us a line to [justine.janes@westwardhousing.org.uk](mailto:justine.janes@westwardhousing.org.uk).

We know that this is an important decision for you, just as it is for us. We look forward to getting to know you better during the process.

Warm regards,



**Stephen Lodge**

Chief Executive

# About Westward Housing Group

Westward is a not-for-profit housing association with charitable status, regulated by government and our regulator recently inspected us and rated us GI,VI and CI. This recognises our strength, something we want to leverage to help us grow and help our customers more.

Westward owns and manages more than 7,500 homes across Devon and Cornwall and delivers a range of contracted support services to 1,000 people, making us one of the leading affordable housing providers in the south west.

We offer a spectrum of homes and services to meet the needs of a diverse community. The majority of our homes are for rent to families on low incomes; these customers are typically in most need for our affordable housing.

The board is one year into its five year corporate strategy, underpinned by four core pillars. These are:

- **S**ervices customers trust
- **A**ffordable quality homes
- **F**inancially resilient and great value
- **E**mpowered and valued colleagues

During the life of the strategy we want to galvanise the passion and commitment of our colleagues and support them and our customers with technology, to further increase our efficiency. We want to improve access to our services and amplify how we hear the voice of our customers; recognising their diversity and how they influence our decisions.

We also want to explore how we can grow the number of homes we manage, to meet more need across Devon and Cornwall and to grow our business and with that, our financial resilience.

To do all of this we want to turn up the volume of our organisational voice, to influence decision makers. Our colleagues, our executive and board members all have a role to play in engaging with our customers and stakeholders.



westward  
providing homes  
and supporting communities

Be proactive  
Always engage  
Show integrity

- Services that customers trust
- Affordable and quality homes
- Financially robust and great value
- Empowered and valued colleagues

Westward Housing Group @WestwardComms  
[www.westwardhousing.org.uk](http://www.westwardhousing.org.uk)





## Our Governance

Westward board is made up of eight non-executive directors and one executive director:

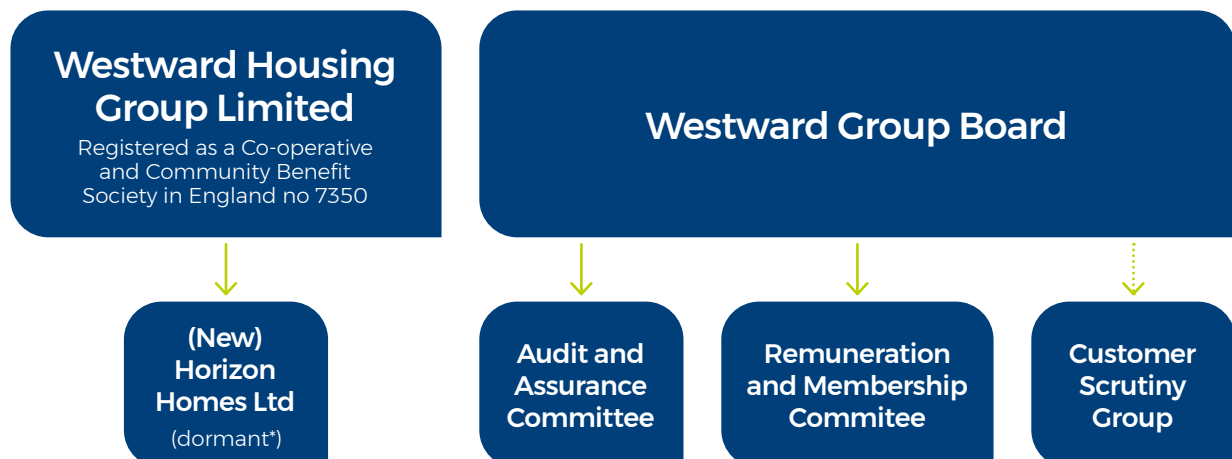
Non-executive directors also join a committee or subsidiary board.

Audit and Assurance committee is responsible for internal and external audit matters, assurance and risk. Committee members are Westward non-executive directors and an independent non-executive director.

Our People and Culture committee leads on board member recruitment and development and on colleague and board member remuneration, as well as defining and monitoring a proactive and positive culture. All three members are non-executive directors.

New Horizon Homes Ltd, our wholly owned commercial subsidiary paused activity in 2021 following the pandemic.

### Westward Governance Structure Chart



# The Role

- 1 Direct, develop and lead Westward's services of finance, treasury, internal & external audit and procurement.
- 2 Direct, develop and lead Westward's IT infrastructure, and cyber security risk management.
- 3 Ensure that strategic planning and operational performance protects the long term financial viability of Westward and optimises financial capacity. Lead on the implementation of appropriate stress tests, based on informed scenarios, and the development and understanding of mitigations.
- 4 Be the lead officer for Westward's Audit & Assurance Committee and effectively engage with the audit chairperson, and wider membership.
- 5 Lead on external audit and other key professional services for tax planning and company pension schemes, managing relationships accordingly.
- 6 Provide advice and guidance on financial, and commercial matters to the Chief Executive, Executive Team and Board including any implications for corporate strategies and plans and projects in relation to strategic risk planning.
- 7 Be responsible for Westward's treasury management and associated risks. Ensuring that Westward has access to facilities that provide capital finance for its approved investment plans and that Westward's cash flow is adequately forecast and that liquidity is maintained at all times.
- 8 Develop and manage Westward's funding relationships and ensure compliance with all Westward loan agreements.
- 9 Ensure that an accurate and informed 30 year financial plan is prepared at least annually, aligning with Westward's strategies and purpose, and that an Annual Budget is produced aligned with the financial plan.
- 10 Be the lead officer on driving value for money, working across the business to identify opportunities and targets, and implement them.
- 11 Manage the risks associated Westward's legacy defined benefit pension scheme deficits and be the lead on Westward's pensions.
- 12 Take the lead on business continuity planning for Westward, including for cyber security.
- 13 Ensure all necessary insurances are in place and provide adequate coverage for corporate risks.
- 14 To ensure that related business risks are identified, controlled, managed and mitigated and that all opportunities to support improved business performance through increased or more effective use of procurement or finance are identified and maximised.
- 15 Uphold and promote the values of Westward and commitment to customer service.
- 16 Demonstrate a high level of commitment to equality and diversity.
- 17 Provide oversight of Westward's Health and Safety obligations, using curiosity to obtain assurance and challenge data, providing briefings on changing legislation as required.

- 18 As a member of the Executive, develop and implement Westward's strategy and business plans and contribute to effective corporate management.
- 19 Create, manage and lead cohesive teams to develop and deliver.
- 20 Ensure that sufficient information is available to allow the executive team and board to monitor performance against financial targets, adherence to all statutory requirements and treasury management procedures, remains long term financially viable and meets loan covenants.
- 21 Monitor and challenge performance to ensure that Westward's corporate strategy and business plan targets and budgets are delivered and exceeded to generate more value for money.
- 22 Constantly assess the operating environment and look for ways of improving services to ensure we deliver a great service that provides social value as well as VFM.
- 23 Maintain an awareness of national/political trends and plan accordingly to ensure that services and initiatives are appropriate and responsive to the changing requirements of funders and stakeholders.
- 24 Lead on regulations and financial legislation to ensure that Westward remains compliant.



## Person specification

### Professional skills:

- Candidates must be fully qualified accountants, ACA, ACCA, CIPFA, CIMA and demonstrate evidence of continuous professional development.
- Ideally educated to degree level - ILM or equivalent management qualification.
- High level experience with using Microsoft Office applications including Powerpoint/Publisher.
- Proven Senior Practitioner experience in the following areas:
- Senior roles leading and developing a large Finance function.
- Extensive financial and management accounting experience including strategic data analysis, understanding and applying financial regulations and long-term financial planning and cash flow management.
- A track record of working at a strategic level and making contributions to the direction of the business under a scrutiny model of governance.
- Proven track record of senior leadership of finance, asset and customer services in a people-focused organisation.
- Experience of managing complex change projects, engaging key stakeholders and achieving improved service delivery.
- Experience of working with Boards of executive and non-executive Directors, including non-specialists, providing them with support, training and guidance on finance, assets and other corporate services.
- Knowledge and understanding of the financial framework and regulatory context Registered Providers operate within as well as sources of funding.
- Knowledge of financial modelling systems, and revenue and capital funding sources .
- Highly developed project management skills, sufficient to deliver a number of concurrent complex projects on time and within budget.
- Proven business acumen and commercial awareness.
- Able to analyse complex data, draw conclusions and make recommendations.
- Good communicator, with the ability to engage with people at all levels, able to negotiate and persuade and communicate technical information to non-technical persons.

## Key terms and conditions

### Remuneration

The role is remunerated at circa £155,000 per annum. In addition, reasonable expenses incurred in the performance of duties, including travelling to meetings, will be reimbursed.

### Westward ET Team Structure



# Key dates and the Selection Process



## Closes

**Monday 22 June 2026 | midday**

We will be in touch to let you know the outcome of your application before the end of that week.



## Interviews

**First Interview: Monday 6 and Tuesday 7 July 2026 | Microsoft Teams**

**Second Interview: Thursday 16 July 2026 | in person**

The interviews will be conducted by:

- Suzanne Ingman (Board Member / Chair of the selection panel and People and Culture Committee Chair)
- Stephen Lodge (Chief Executive Officer)
- Jan Montague (Chief People and Transformation Officer)
- Rachel Searle (Chief Investment Officer)

If you are unable to attend on either of the identified dates for interviews, please do speak to Justine Janes before making an application.

We are passionate about equity, and **we want to ensure that our recruitment process is a fair, accessible, and positive experience for all.** If you require any adjustments to make sure that the interview environment works for you, or if you would like to discuss the support available, please contact Justine Janes on [justine.janes@westwardhousing.org.uk](mailto:justine.janes@westwardhousing.org.uk)

## Still Interested?

We hope this pack has provided some useful and interesting background on Westward and the role.

You can find more information:

- on our website [www.westwardhousing.org.uk](http://www.westwardhousing.org.uk)
- by contacting PA Justine Janes on 01626 245329 or [justine.janes@Westwardhousing.org.uk](mailto:justine.janes@Westwardhousing.org.uk) who will arrange a mutually convenient time and date for you to have an informal chat.

If you would like to help us transform lives by providing homes and supporting communities, we would love to hear from you. To apply for the role, please visit our website [www.westwardhousing.org.uk/vacancies](http://www.westwardhousing.org.uk/vacancies) and click 'apply online' on the bottom right-hand corner of the advert.

Should you be successful, two references will be sought before an appointment is made.

# Testimonials



## Will Patterson, Westward board member and chair of Audit & Assurance Committee since January 2019:

I joined the Westward board in early 2019 and have found the role to be stimulating, enjoyable and rewarding.

The board and whole organisation has been very welcoming, with a comprehensive and structured induction plan, well organised meetings with open and constructive discussion. There are also excellent learning and development opportunities.

It is great to be able to bring my skills and experience into the context of a financially sound housing association which is making a significant contribution to addressing the acute housing need in the south west and is also rooted in the local community.





**Our Purpose:**

**Providing homes and  
supporting communities**

**Our Values:**

**Be Proactive | Always Engage | Show Integrity**

**Our Objectives:**

- Services that customers trust
- Affordable and quality homes
- Financially robust and great value
- Empowered and valued colleagues