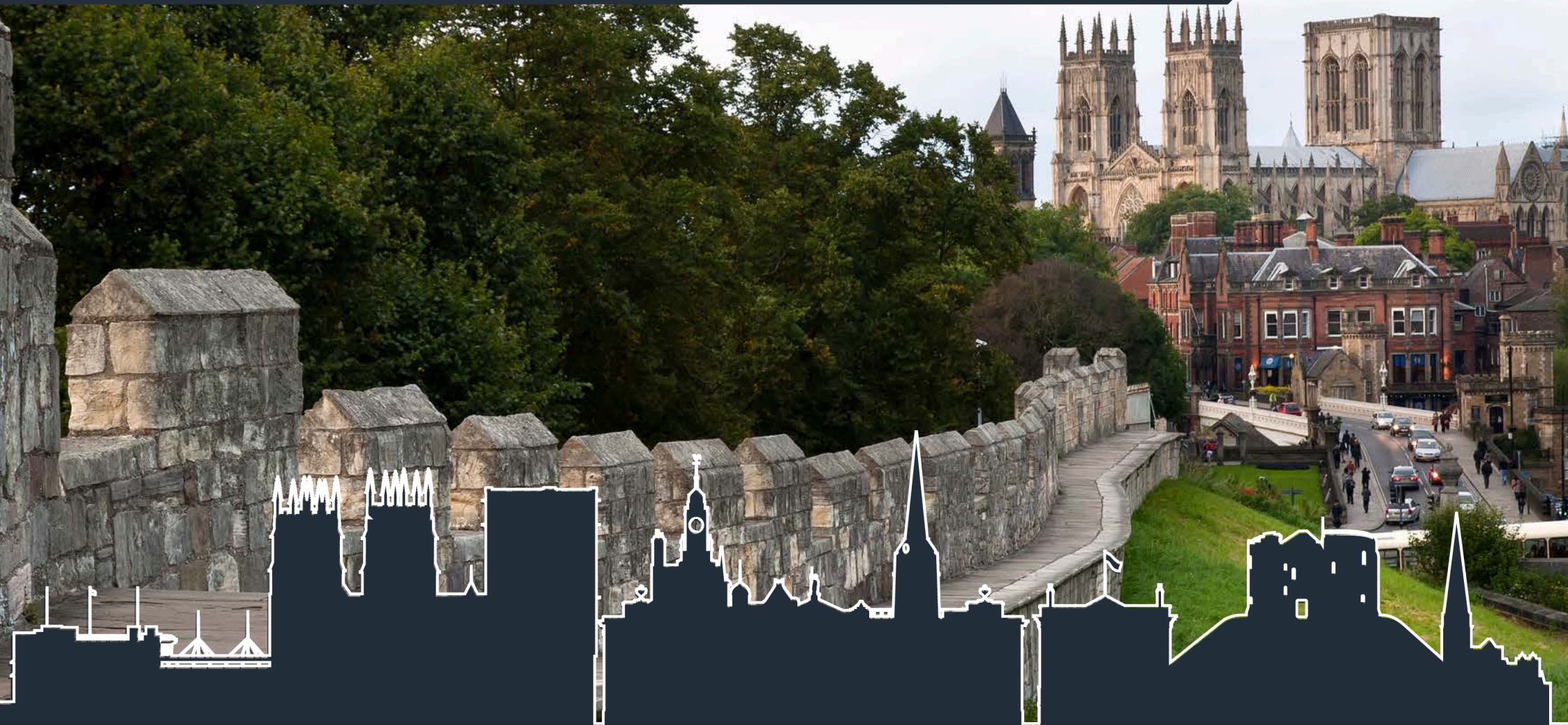


# City of York Council Chief Executive Recruitment Pack



If you would like this document in an alternative format,  
please email [helen.whiting@york.gov.uk](mailto:helen.whiting@york.gov.uk).



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# Welcome from the Leader of City of York Council



**Thank you for your interest in the role of Chief Executive of City of York Council. This is an exciting time to join us in York and become part of a forward-looking leadership team.**

York's history is well known but there is far more that brings millions of visitors to the city each year, including its fantastic cultural offer and vibrant economy. But the city's greatest strength is its people.

As Leader of the Council, I'm proud to serve a city with York's history of social justice and I'm incredibly ambitious for its future. We are determined to ensure everyone can share in the city's successes, and that all our residents have the economic opportunities and support that enables them to live happy, healthy lives.

We have set out a bold vision in our [Council Plan "One City, for All" \(2023–2027\)](#) which focuses on York being a city that prioritises the health of its residents and in which we work to make it fairer

and more accessible, both in how people move around and in the opportunities they have. This plan was co-designed with our partners and our communities, aligning with York's [10-Year strategies on health, climate and the economy](#).

Like all local authorities, financial challenges exist but how we respond to those challenges is what is important. We look for solutions and doing the best for York regardless of the pressures we face, making best use of resources and partnerships, and delivering real improvements in services and outcomes for our residents. The successful candidate will be a visible leader who works across traditional boundaries to deliver for the city.

Since becoming Leader in 2023, I've been clear that we cannot deliver our ambitions alone. York's strong partnerships with community, business and regional stakeholders are key to our success. As Chief Executive, you will play a critical role in working hand-in-hand with [the Combined Authority](#), our two universities, the health and



# Welcome from the Leader of City of York Council

voluntary sectors, and other partners to champion York's interests and attract investment into our city. You will also lead a committed workforce that is passionate, dedicated and takes great pride in serving our city's residents.

City of York Council has a proud record of innovation and strong and effective partnership working. But we know we can achieve even more. We are seeking an exceptional individual for the role of Chief Executive who shares our passion for doing our best for York and our commitment to improving outcomes for its people. If you have the vision, strategic leadership and drive to unite our Council and city behind this ambitious agenda, we really want to hear from you.

I hope this pack provides the information you need and conveys the importance of this new role to the council and to the city. We look forward to receiving your application.

**Cllr Claire Douglas**  
**Leader of City of York Council**



**“We are seeking an exceptional Chief Executive who shares our passion for York and our commitment to fairness, sustainability and excellence in public service.”**

Claire Douglas,  
Leader of City of York Council

# Reflections from the Chief Operating Officer

**I have been privileged to lead through an extraordinary period of challenge, change, achievement and opportunity. In recent years we navigated the COVID-19 pandemic, dealt with major financial issues, delivered our Community Stadium, achieved “Outstanding” in children’s services, and advanced a range of major projects including York Central.**

Throughout this time, our “One Council” ethos and talented workforce have delivered for the city – improving services, supporting our most vulnerable residents, and forging stronger partnerships across York’s communities, particularly within health and care.

As I prepare to hand over, I’m committed to ensuring a smooth transition to the new Chief Executive. York will always be a special place to me, and this role offers the chance to work in a wonderful city, full of wonderful people and with exciting opportunities for the future.

**Ian Floyd**  
**Chief Operating Officer**  
**(Head of Paid Service)**





# What our colleagues say



## We want a leader:



We trust



Is fair and kind



A good communicator



Leads by example



Spend money wisely



Is visible and honest



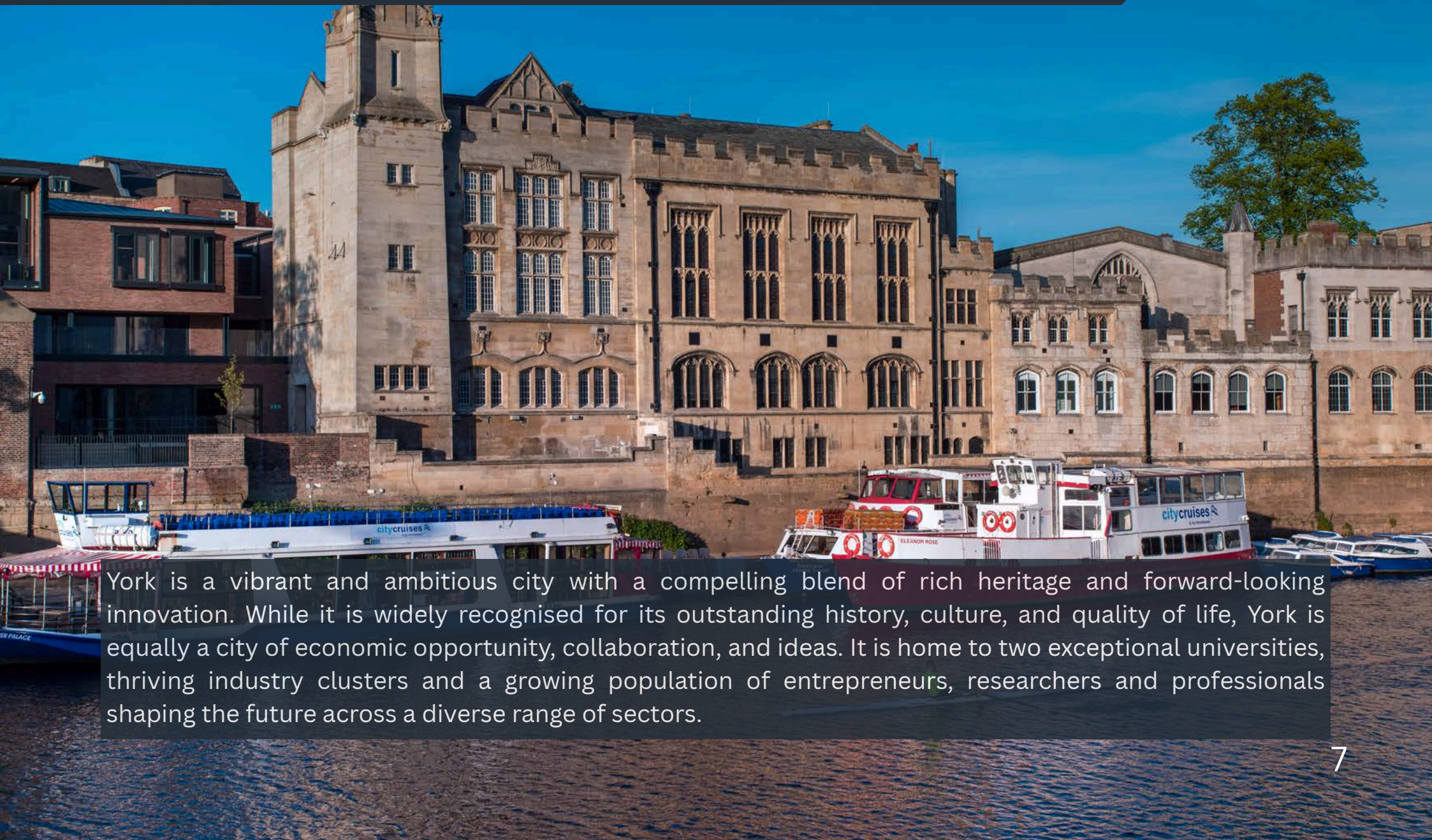
Makes good decisions

(Employee Engagement on  
Leadership - August 2024)





# About York – The City and Its People



York is a vibrant and ambitious city with a compelling blend of rich heritage and forward-looking innovation. While it is widely recognised for its outstanding history, culture, and quality of life, York is equally a city of economic opportunity, collaboration, and ideas. It is home to two exceptional universities, thriving industry clusters and a growing population of entrepreneurs, researchers and professionals shaping the future across a diverse range of sectors.



# About York – The City and Its People

Central government departments are ready and waiting to come to York. We can evidence and showcase inclusive economic growth and innovation with a modern, passionate blend of heritage and cultural undertones. Our offer is a unique combination rivalling regional cities as we prove that York is the place for the future. The city's economic strengths span life sciences, rail and transport engineering, financial services, creative and digital media, and hospitality.



# About York – The City and Its People

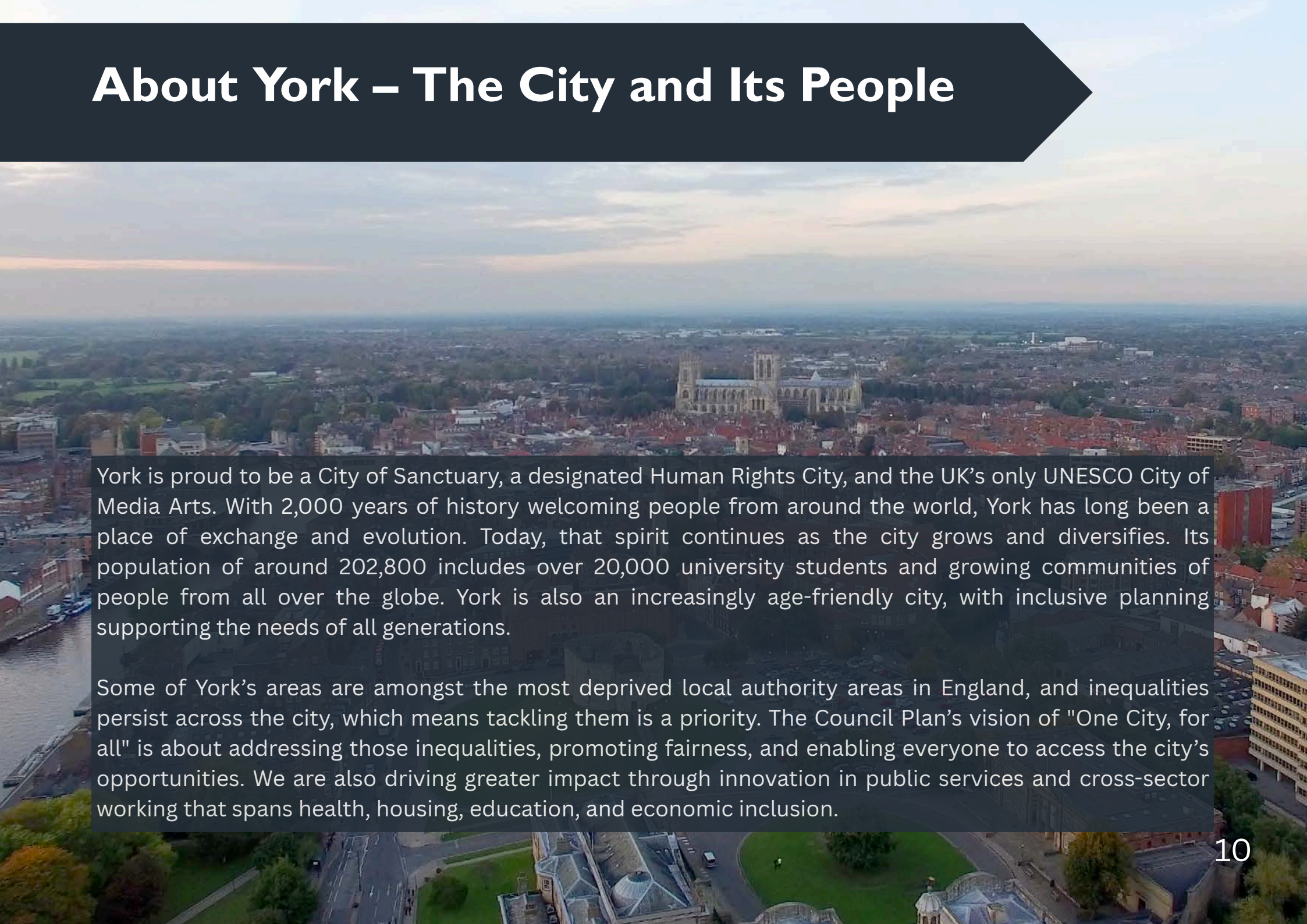
Increasingly, York is known as a hub for innovation, with innovative academic research translating into real-world impact. The city is a key contributor to regional and national priorities through its partnership work with the York and North Yorkshire Combined Authority and its health and care system partners. Together, these relationships are unlocking major funding and policy influence that is helping to drive inclusive growth, digital transformation, and low-carbon investment.

York's regional role and partnerships are central to its future. As part of the York and North Yorkshire Combined Authority, the city is driving a shared ambition for a greener, fairer economy and more inclusive prosperity across the region. Strategic collaboration with NHS and care system partners is transforming how health and wellbeing services are delivered, while government investment in housing, skills, and transport is unlocking opportunity and accelerating growth. The adoption of York's first Local Plan in over 70 years provides a clear, deliverable blueprint for a more affordable, connected, and sustainable city. Flagship developments like York Central and infrastructure upgrades across the region will generate thousands of jobs and new homes, reinforcing York's position at the heart of the North.





# About York – The City and Its People




York is proud to be a City of Sanctuary, a designated Human Rights City, and the UK's only UNESCO City of Media Arts. With 2,000 years of history welcoming people from around the world, York has long been a place of exchange and evolution. Today, that spirit continues as the city grows and diversifies. Its population of around 202,800 includes over 20,000 university students and growing communities of people from all over the globe. York is also an increasingly age-friendly city, with inclusive planning supporting the needs of all generations.

Some of York's areas are amongst the most deprived local authority areas in England, and inequalities persist across the city, which means tackling them is a priority. The Council Plan's vision of "One City, for all" is about addressing those inequalities, promoting fairness, and enabling everyone to access the city's opportunities. We are also driving greater impact through innovation in public services and cross-sector working that spans health, housing, education, and economic inclusion.



# About York – The City and Its People



City of York Council plays a vital role in delivering for the city while being a responsible custodian of its unique assets. As a unitary authority, the Council provides the majority of local government services. Since 2023, the Council has been led by a new administration with a clear commitment to inclusive growth, transparency, and transformation.

York offers the best of both worlds: a place with global ambition and a close-knit community feel. It is a city that blends tradition with ambition, culture with commerce, and beauty with purpose. The next Chief Executive will find in York not just a wonderful place to live and work, but a city with a bold vision for its future and a united determination to deliver it. The right candidate can expect a successful career in York, where our ambitions for strong strategic leadership, enriched partnership working and an embedded strive to continually improve become a reality.



# Council Priorities and Ambitions

City of York Council's priorities are articulated in the Council Plan 2023–2027, entitled “One City, for all”. This plan sets out seven strategic priority areas for the council's work, each aimed at improving quality of life and ensuring shared prosperity (aligned to York's longer-term 10-Year City Plan):



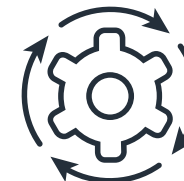
**Health and  
Wellbeing**



**Education  
and Skills**



**Economy and  
Good Employment**



**How the  
council operates**



**Housing**



**Sustainability**



**Transport**



# Our Core Commitments

**Equalities and Human Rights - Equality of opportunity**



**Affordability - Tackling the cost-of-living crisis**



**Climate - Environment and the climate emergency**



**Health - Health and wellbeing**





# Key Challenges and Opportunities

**Delivering on our ambitious agenda for York will require a Chief Executive who can successfully navigate a number of significant challenges and opportunities facing the Council and the city. We want to be candid about these in this recruitment pack, as they will form an important part of the context in which our new Chief Executive will work:**



## **Financial Pressures and Demand for Services**

Like most local authorities, City of York Council faces very real financial constraints in the coming years. Rising costs and growing demand, particularly in social care for adults and children, are creating pressure on our budgets. The Council's draft 2025/26 budget acknowledged an extremely challenging fiscal environment, requiring difficult decisions to prioritise essential services and protect the most vulnerable.

The new Chief Executive will need to ensure the council remains financially resilient and sustainable – driving efficiency through our transformation programme, finding innovative income sources, and making smart choices about resource allocation. At the same time, they must continue investing in critical services and deliver improvements promised in the Council Plan. Balancing these demands will be a core test of leadership.



# Key Challenges and Opportunities



## **Inequality and Inclusive Growth**

As highlighted earlier, not everyone in York currently benefits equally from the city's success. Tackling inequality – whether in health outcomes, educational attainment, or economic opportunity – is a major priority for the Council. For example, parts of the city experience significant poverty and disadvantage, which require targeted action with partners to improve outcomes (such as in skills, housing and early intervention services). The Chief Executive will champion our commitment to making York a fairer One City, ensuring that initiatives under each Council priority contribute to narrowing gaps and “levelling up” within the city. There is a real opportunity to harness York's strong sense of community and collective action in this effort.

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## **Devolution and Regional Partnership Working**

A historic change is underway in how York works with our regional neighbours. In 2024, a Mayor was elected for the new York and North Yorkshire Combined Authority, which brings together York and the new North Yorkshire unitary council under a devolution deal. This presents both an opportunity and a challenge. The Combined Authority will unlock additional powers and funding for transport, skills and economic development in our region. The Chief Executive will play a key role in influencing and working with the Mayor and North Yorkshire Council to ensure York's needs are championed and that we make the most of devolution. There will be joint projects and strategies where close collaboration is vital. At the same time, York retains its full responsibilities as a unitary council – so the Chief Executive must balance regional commitments with delivering for York at the local level. Establishing a positive, constructive relationship with the Combined Authority and positioning York strongly within the region will be a top priority.



# Key Challenges and Opportunities



## **Leading Culture Change and One Council Approach**

The Council has undergone significant organisational change in recent years, and a new political administration (since 2023) has injected fresh ambition and expects the organisation to keep pace with its agenda. Continuing the “One Council” culture where members and officers work together seamlessly and present a coherent voice to partners and the public is paramount. The incoming Chief Executive has a clear mandate to lead by example, to energise and align the senior management team with the council’s vision, to embed a positive, collaborative culture, and to ensure that the organisation is outward-looking and proactive in its place leadership role. This is a challenge, but also a huge opportunity – York’s staff are passionate about the city, and with strong leadership the Council can truly fulfill its potential as a catalyst for city-wide progress.



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## **Infrastructure, Climate and Growth Projects**

York has several major projects and development opportunities in progress or on the horizon. For instance, the York Central development – one of the largest brownfield regeneration sites in Europe – will deliver new homes, commercial space and cultural facilities next to the railway station, reshaping part of the city. There are also significant transport infrastructure projects and expansions of our universities and hospital services underway. These initiatives are critical for York’s future but require complex partnerships, funding arrangements and community engagement. The new Chief Executive will need to oversee and unlock progress on such strategic projects, ensuring they align with the Council’s priorities (e.g. sustainable transport, affordable housing) and are delivered effectively.



# Key Challenges and Opportunities



## **Infrastructure, Climate and Growth Projects (continued)**

In particular, York's commitment to be a carbon-neutral city by 2030 means that growth must be green and climate resilience built in – which is a challenge requiring innovative solutions and external support. The Combined Authority and government funding will be avenues to explore for this purpose. Overall, managing the interdependencies of growth, infrastructure, and climate response will be a key part of the Chief Executive's role.



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## **Changing Demographics and Service Need**

York's population changes are creating new demands. An ageing population means greater pressure on adult social care and health services, while the needs of children and young people are also becoming more complex (for example, around mental health or special educational needs). The city is also welcoming new residents from diverse backgrounds, which is wonderful, but requires the council to adapt services to different cultural and linguistic needs.

Additionally, economic changes and external factors (like the cost-of-living crisis) continue to affect our communities. All of this requires the Council to be flexible, responsive and forward-thinking in service design. The challenge for the Chief Executive will be to drive transformation that keeps quality services, which are financially viable, while meeting demand. The Council's "Working As One City" transformation programme – focusing on more effective, customer-centric service delivery and smarter use of technology – is one mechanism to achieve this. The Chief Executive's leadership in promoting innovation and continuous improvement will be essential here.



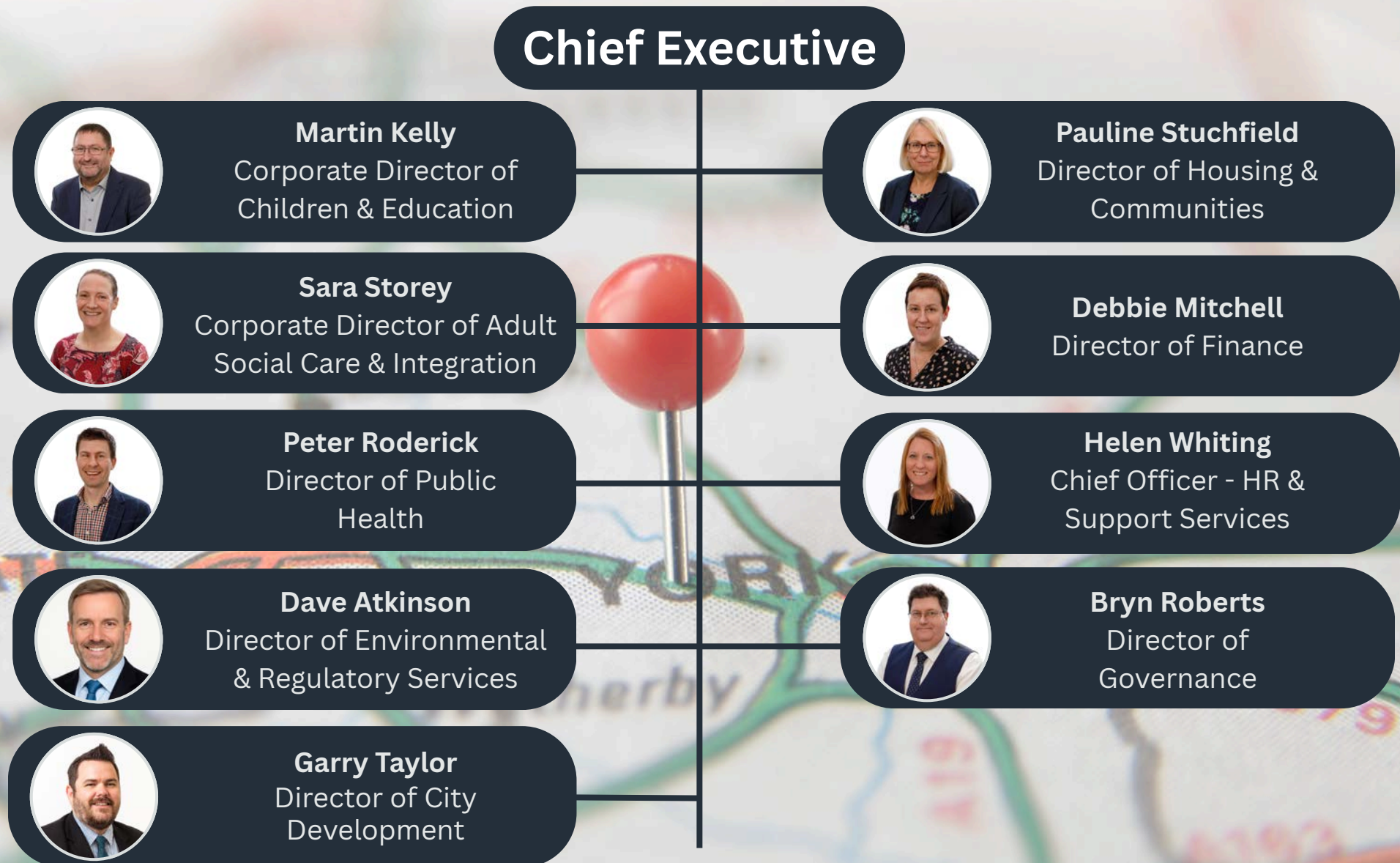
# About the role





# About the role

## Corporate Management Structure





# Role Profile | Chief Executive

**Location:** West Offices, York with the option for some hybrid working

**Responsible to:** City of York Council (through the Leader and Council's Executive)

**Salary:** up to £177,821 per annum (plus Returning Officer fee)

## PURPOSE OF THE JOB



To lead City of York Council as Head of Paid Service, delivering strong strategic leadership, high-quality services and effective city, regional and national partnerships that improve life for all residents.

## PRINCIPAL ACCOUNTABILITIES



1. To fulfil the Statutory role of Head of Paid Service as defined by the Local Government and Housing Act 1989, ensuring the council operates legally, efficiently and with integrity and is 'fit for purpose'.
2. To lead and be accountable for overall service delivery, managerial and inclusive leadership across the organisation and championing the 'One Council' ethos.
3. To lead by example in championing a corporate culture of openness, continuous improvement, curiosity, innovation, transparency and ethical leadership.
4. To lead and coordinate Council services for the effective and successful delivery of the Council Plan and uphold and embed the Council's values and core principles.

# Role Profile | Chief Executive

## PRINCIPAL ACCOUNTABILITIES (continued)



5. Act as principal policy advisor to the council, ensuring Elected Members receive the highest quality advice on strategy and policy issues.

6. Work with Elected Members to set the council's strategic direction, vision and corporate priorities.

7. As Head of Paid Service and alongside the Director of Finance as Section 151 Officer, exercise strong financial management and a commitment to outcome based financial planning to ensure a balance of demand for services at the same time as managing expectations from residents, businesses, voluntary sector organisations, and partners.

8. In consultation with the Monitoring Officer and Section 151 Officer, ensure that legal, financial, procedural and other provisions governing the affairs of the council, are properly observed and that appropriate action is taken to protect the best interests of the council and manage risk.

9. Lead organisational transformation and ensure our workforce is equipped to meet future challenges and opportunities.

10. Oversee delivery of services to residents that are people focussed, high quality, accessible and value for money.

11. Secure continuous improvement in the performance of the Council whilst ensuring that robust performance management procedures are in place throughout all structures.

12. To be the Council's principal responder in the event of major emergencies and provide strong, clear, decisive, and inclusive leadership as required during emergency management situations – including participating in the GOLD rota.



# Role Profile | Chief Executive

## REPRESENT THE COUNCIL



1. To demonstrate impactful leadership and create strong relationships with strategic partners that enable the Council to work across the local, regional and national system to achieve the greatest benefits for our residents.
2. Lead on the development and maintenance of strong working relationships with stakeholders, partners, and the community.
3. Promote and represent the voice and influence of York locally, regionally, nationally, and internationally as well as promoting inter-agency and authority working across the City to implement responsive change.
4. Ensure community engagement and consultation to deliver tangible service and financial benefits for York residents, businesses, organisations and wider stakeholders.

## LEADERSHIP



1. Provide visible and dynamic leadership across the organisation, ensuring a high-performance, can-do, inclusive culture.
2. Ensure that the core values and behaviours of the Council are maintained and promoted in all activities, at all times.
3. Foster a corporate culture that promotes high quality performance, integrity and person focussed customer care in a positive work climate, enabling the Council to attract and retain a diverse and high-quality workforce.
4. Lead the Corporate Management team, strategic direction of the organisation and hold Directors to account for the performance of their directorates.

# Role Profile | Chief Executive

## STATUTORY DUTIES AND RESPONSIBILITIES



1. Fulfil all statutory responsibilities of the role of Returning Officer and Acting Returning Officer to ensure that all elections are conducted in accordance with the law and to a high standard.
2. The Council's Registration Officer for the Electoral Register.
3. Ensure that the Council has emergency planning and business continuity arrangements in place in accordance with the Civil Contingencies Act 2004 and plays a leading role in the response to emergencies and in response to civil emergencies.
4. Have overall personal responsibility and accountability for the effective leadership for health and safety in the Council.

5. Ensure equality, diversity, inclusion and cohesion principles are embedded across the Authority and across all service provision. Provide leadership around diversity issues, ensuring that the policies and services of the Council reflect the changing needs of all of our communities and workforce. Equality of opportunity and equity should be ensured and diversity celebrated.
6. Lead and encourage others to take every opportunity to support our Looked After Children and Care Leavers in the City, through ambitious, innovative, and creative advocacy.
7. Demonstrate strong commitment and support for safeguarding the welfare of children, young people, and adults at risk. Uphold the council's commitment to environmental sustainability.



# Person Specification | Chief Executive

## QUALIFICATIONS

1. Degree level or equivalent professional experience.
2. Evidence of continuing professional development in leadership and management



## KNOWLEDGE, SKILLS & EXPERIENCE



1. A proven track record of senior strategic leadership in a complex organisation.
2. Comprehensive understanding of local, regional or national government and the wider public service economy, the national and political context within which they operate and the current challenges and opportunities they face.
3. Success in delivering large-scale transformation, culture change and performance improvement.
4. Experience and knowledge of strategic policy formulation, including influencing at a national/regional or sub-regional level.
5. Experience of working in a political environment and building trusted relationships with elected members.
6. Evidence of sound financial management skills and commercial awareness with the ability to interpret and understand complex financial and budgetary information.
7. Detailed knowledge of major legislative and other issues facing local government with a particular focus on achieving effective delivery of services at a time of significant financial challenges.

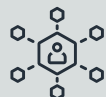
# Person Specification | Chief Executive

## KNOWLEDGE, SKILLS & EXPERIENCE (continued)



8. Evidence of successful partnership working and networking including with Trade Unions and key stakeholders e.g., citizens, voluntary sector, business communities, government, and public agencies.
9. Evidence of the ability to provide clear, strong, reflective and motivational leadership to create a high-performance culture.
10. A proven track record of and commitment to demonstrating inclusive leadership and tackling inequalities in a diverse organisation.

## ATTRIBUTES



1. A strategic thinker with clear vision and strong delivery focus.
2. To demonstrate experience of significant innovation and challenge to conventional management logic.
3. A values-led leader with integrity, empathy and courage.
4. An exceptional communicator and partnership builder.
5. Politically astute and emotionally intelligent.
6. Resilient, agile and unafraid to challenge constructively.
7. Accepts accountability and holds others to account.



# Terms and Conditions of Employment

This section outlines a summary of the key terms, remuneration and benefits for the Chief Executive post. The appointment will be made on the terms and conditions agreed by the Joint Negotiating Committee (JNC) for Local Authority Chief Executives, as supplemented by local policies of City of York Council.

## SALARY



The annual salary for this post is up to £177,821, plus the Returning Officer fee.

## PENSION



The Chief Executive is eligible to join the Local Government Pension Scheme (LGPS), which is a defined benefit pension scheme.

Employee contributions are salary-related (currently in the region of 12.5% for this level of pay), and the Council makes employer contributions.

## EXPENSES AND BENEFITS



The role is covered by JNC (Joint National Council) terms and conditions. Reasonable travel, subsistence and expenses incurred for official duties will be reimbursed in accordance with Council policies.

The Chief Executive will also receive a small monthly standby allowance (approximately £20 per month) for emergency out-of-hours availability as part of the Council's emergency response rota.

# Terms and Conditions of Employment

## RELOCATION SUPPORT



The Council will offer a relocation package if required, in order to attract the best candidate from a national field.

Reimbursement of relocation or moving costs up to a maximum of £8,000 is available, in line with the council's policy and HMRC tax-free limits.

Details would be agreed with the successful candidate – eligible expenses typically include items such as removal fees, stamp duty, temporary accommodation, etc., up to the cap.

## ANNUAL LEAVE



The Chief Executive role comes with a generous annual leave entitlement of 30 days annual leave per year (rising to 35 days after five years of service), plus bank holidays.

## WORKING HOURS



This is a full-time position. There are no fixed hours of work for the Chief Executive – the post-holder will be expected to work the hours necessary to perform the duties, which will regularly include evenings and occasionally weekends (for Council meetings, civic events, emergency incidents, etc.).

The role involves a significant level of responsibility and flexibility. The Chief Executive will be expected to have a clear and visible presence in the organisation and city. Some working from home or another location is possible. The principal office base is West Offices, York.



# Terms and Conditions of Employment

## DISCLOSURE AND BARRING SERVICE



The post is subject to an **Enhanced DBS Check** given the nature of the role and the Council's duties. A candidate must satisfy this clearance, as well as the eligibility to work in the UK and other routine pre-employment checks.

## POLITICALLY-RESTRICTED POST



This position is classified as a politically restricted post under the Local Government and Housing Act 1989. This means that the post-holder is disqualified from holding political office (e.g. cannot be an MP or councillor) and from certain political activities to ensure impartiality.



# Application Process

**How to Apply:** To apply for the position of Chief Executive, City of York Council, please submit the following documents by the closing date:



A **comprehensive CV** outlining your career history, responsibilities and achievements. Please include your current salary and notice period.



A **supporting statement** (of no more than 4 pages) explaining how you meet the requirements of the role and person specification. This is your opportunity to highlight your most relevant experience, skills and motivation for applying. Please ensure you address the essential criteria, especially focusing on your strategic leadership track record and how you would contribute to York's priorities and challenges.



**Contact details for referees:** please provide contact information for two professional referees (we will not contact them without your permission and only if you are shortlisted).



**Availability/notice:** Please note in your application if there are any dates you are unavailable for interview (see timeline below) or any other information we should be aware of regarding your potential start date.



# Application Process



## **Guaranteed Interview Scheme**

To be eligible to apply under any of our guaranteed interview schemes you must meet the minimum criteria for the job. By this we mean that you must provide us with evidence in your application form which demonstrates that you generally meet the level of competence required for each element within the skills and knowledge section within the job description.



## **Disabled People**

As a Disability Confident employer, we will guarantee an interview for all applicants with a disability who meet the criteria above. The Equality Act 2010 states that someone is disabled if they have a physical or mental impairment that has a substantial and long-term negative effect on their ability to do normal daily activities. Please see How to apply guidance for further information.



## **Children and Young People in Care**

As part of York's pledge to Children and Young People in Care, we will guarantee an interview for all looked after children or those care leavers who have been in care with City of York Council and are aged 25yrs or under and meet the criteria above.



## **Armed Forces Community**

As part of our commitment to the Armed Forces Community Covenant we will guarantee an interview for any veterans and their spouses who meet the criteria above.

*(A veteran is anyone who has served, at any time and for any period, in His Majesty's Armed Forces).*

# Application Process



Within your supporting statement, please state whether you believe you are eligible to apply for any of the above schemes. We believe in the importance of inclusion, which is why we are always working towards being a more diverse, equitable, and inclusive employer. We welcome applications from individuals from Black, Asian and Racially Minoritised Community groups - to join and strengthen our senior management team. Learn more about our equality, diversity and inclusion work [here](#).



For a confidential discussion about the role, please contact our retained consultants at Penna: Julie Towers on 07764 791736/ [julie.towers@penna.com](mailto:julie.towers@penna.com) or Kelly Ridley on 07709 512415 / [kelly.ridley@penna.com](mailto:kelly.ridley@penna.com)

To apply, please [click here](#).



**Further Information:** You can also find more background on the City of York Council at our website ([www.york.gov.uk](http://www.york.gov.uk)) including key documents like the Council Plan, budget, and recent committee reports.



**Your privacy:** City of York Council is committed to protecting your privacy when you use our services. Please refer to our [Privacy Statement](#) which explains how we use information about you and how we protect your privacy.



# Recruitment Timeline

(The following dates are provided as a guide and may be subject to change.)

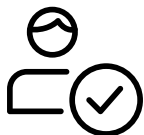


## **Closing Date for Applications:**

Friday 5 September 2025 (Midnight). Please ensure your application is submitted by this date. Late applications may not be accepted.



**Longlisting:** Week commencing 15 September. Initial longlisting will be conducted to select candidates for first-stage assessment. Longlisted candidates may be invited to participate in a preliminary interview (which could be conducted by our executive search partner or via video) and/or other initial assessments.



**Technical Interviews:** w/c 22 September. These will be conducted with Penna and an external Chief Executive assessor. This will also include a 1:1 meeting with the Leader, plus candidate introduction video.



**Shortlisting:** Week commencing 6 October. Shortlisted candidates will be notified promptly and invited to the assessment stages w/c 13 October.



## **Assessment Centre & Panel Interviews:**

Week commencing 13 October 2025. Shortlisted candidates will be asked to attend a series of assessment sessions in York (likely over two days).

Full details of the assessment activities and any preparation required will be provided to those invited.



**Final Member Interviews:** Week commencing 20 October 2025. The formal final interview will be held in person at West Offices, York.

# Recruitment Timeline

(The following dates are provided as a guide and may be subject to change.)



## **Decision and Offer:** November 2025.

Following the final interview, the Appointments Committee will identify the recommended candidate. As per statutory process, the Council's Executive will be informed and given an opportunity to raise any objection.

The recommendation will then go to a meeting of the Full Council for approval. Assuming Council approval, the successful candidate will be formally offered the appointment. At this stage, the decision will remain confidential until any notice period is resolved and we are ready to announce publicly.

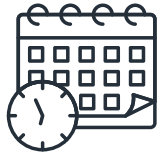


**Pre-employment Checks:** The selected candidate will undergo the required background checks (DBS, references, etc.) immediately after the offer. We would expect to make a public announcement of the appointment once Full Council approval is secured and the individual's current employer has been informed.



# Recruitment Timeline

(The following dates are provided as a guide and may be subject to change.)



**Start Date:** Early 2026. We anticipate the new Chief Executive will formally commence in post by April 2026, allowing for any notice period in their current role and a smooth handover with the outgoing Chief Operating Officer. We are prepared to be flexible on the exact start date to accommodate the successful candidate's circumstances, but our goal is to have the new Chief Executive in place around Easter 2026. The period between appointment and start will be used for onboarding, including briefing the candidate on key issues and involving them in strategic discussions where appropriate.

We appreciate that candidates invest a lot of time and effort in a process like this. We are committed to making the experience as straightforward and respectful as possible. All candidates will be kept informed of their status and we will give feedback to those who reach the later stages of the process.

**Confidentiality:** Please note that throughout the process, we will maintain confidentiality of applications. Candidates are also requested to keep their interest in this role confidential, particularly if it could impact their current employment. Any media or public announcements will be coordinated by City of York Council at the appropriate time.

Thank you for considering this opportunity to join City of York Council. If you believe you have the vision, skills and commitment to lead a high-performing council and help shape the future of this great city, we encourage you to apply. We look forward to hearing from you and wish you the best of luck in the process.

# Contact us

For a confidential discussion about the role, please contact our retained consultants at Penna: Julie Towers on 07764 791736 / [julie.towers@penna.com](mailto:julie.towers@penna.com) or Kelly Ridley on 07709 512415 / [kelly.ridley@penna.com](mailto:kelly.ridley@penna.com)

To apply, please [click here](#)



