



CITY OF YORK COUNCIL SUMMONS

All Councillors, relevant Council Officers and other interested parties and residents are formally invited to attend a Extraordinary Council Meeting meeting of the **City of York Council at The Citadel, Gillygate, York, YO31 7EA**, to consider the business contained in this agenda on the following date and time

Thursday, 6 November 2025 at 6.00 pm

A G E N D A

1. Apologies for Absence

To receive and note apologies for absence.

2. Declarations of Interest (Pages 7 - 8)

At this point in the meeting, Members and co-opted members are asked to declare any disclosable pecuniary interest, or other registerable interest, they might have in respect of business on this agenda, if they have not already done so in advance on the Register of Interests. The disclosure must include the nature of the interest.

An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

(Please see the attached sheet for further guidance for Members.)

3. Appointment of Chief Executive (Head of Paid Service) (Pages 9 - 16)

To receive a report from the Chief Officer (HR and Support Services) which invites Full Council to approve the recommendation of the Staffing Matters and Urgency Committee's Appointments Panel to appoint Richard Webb to the role of Chief Executive (Head of Paid Service).

Contact details:

Guy Close, Democratic Services Manager

Mobile – (07922) 517103

E-mail – guy.close@york.gov.uk

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এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی میا کی جاسکتی ہیں۔ (Urdu)

For more information about any of the following please contact the Democratic Services officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
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Contact details are set out above.

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 **(01904) 551550**

Cllr Waudby	Cllr Knight	Cllr Smalle	Cllr Wann	Cllr Orrell	Cllr Hook	Cllr Cullwick	Cllr Fisher	Cllr Cuthbertson	Cllr Watson
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Cllr Hollyer	Cllr Mason	Cllr Fenton	Cllr Healey	Cllr Ayre	Cllr Widdowson	Cllr Waller	Cllr Runciman	Cllr Vassie
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Cllr Nicholls
Cllr Steward

Cllr Warters

Cllr Wells
Cllr J Burton

Cllr Taylor
Cllr Baxter

Cllr Coles
Cllr Wilson

Cllr Myers
Cllr Melly

Cllr Whitcroft
Cllr Rose

Cllr Crawshaw
Cllr B Burton

Cllr Merrett
Cllr Nelson

Cllr Moroney
Cllr Clarke

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Cllr Webb	Cllr Kent
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Cllr Lomas	Cllr Kilbane
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Cllr Dougla	Cllr Steels- Walshaw
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Cllr Pavlovic	Cllr Ravilious
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D Mitchell,
Chief Finance
Officer

I Floyd, Chief
Operating
Officer

Cllr Rowley
BEM, Lord
Mayor

B Roberts,
Monitoring
Officer

J Gallagher,
Head of Democratic
Services

G Close,
Democratic
Services

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An interest must also be disclosed in the meeting when it becomes apparent to the member during the meeting.

- (1) *Members must consider their interests, and act according to the following:*

Type of Interest	You must:
<i>Disclosable Pecuniary Interests</i>	<i>Disclose the interest; not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Directly Related)</i> OR <i>Non-Registrable Interests (Directly Related)</i>	<i>Disclose the interest; speak on the item <u>only if</u> the public are also allowed to speak but otherwise not participate in the discussion or vote; and leave the meeting <u>unless</u> you have a dispensation.</i>
<i>Other Registrable Interests (Affects)</i> OR <i>Non-Registrable Interests (Affects)</i>	<i>Disclose the interest; remain in the meeting, participate, and vote <u>unless</u> the matter affects the financial interest or well-being:</i> <i>(a) to a greater extent than it affects the financial interests of a majority of inhabitants of the affected ward; and</i> <i>(b) a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest, in which case speak on the item <u>only if</u> the public are also allowed to speak, but otherwise not do not participate in the discussion or vote, and leave the</i>

meeting, unless you have a dispensation.

- (2) Disclosable pecuniary interests relate to the Member concerned or their spouse/partner.*
- (3) Members in arrears of Council Tax by more than two months must not vote in decisions on, or which might affect, budget calculations, and must disclose at the meeting that this restriction applies to them. A failure to comply with these requirements is a criminal offence under section 106 of the Local Government Finance Act 1992.*



Extraordinary Council Meeting on 6 November 2025

Report of the Chief Officer HR and Support Services For the Leader of the Council

Appointment of Chief Executive (Head of Paid Service)

Summary

1. The purpose of the report is to invite Full Council to approve the recommendation of the Staffing Matters and Urgency Committee's Appointments Panel to appoint Richard Webb to the role of Chief Executive (Head of Paid Service).
2. An appointment panel was convened in accordance with paragraph 3.5 of Article 11 of the Constitution. The panel was delegated powers to conduct a recruitment process to appoint a Chief Executive including selecting and making a recommendation of a successful candidate to Full Council for approval.
3. Subject to approval, arrangements will be made to offer a contract of employment subject to appropriate recruitment checks to Richard and he will commence in role on the retirement and departure of Ian Floyd – Chief Operating Officer in April 2026. Ian Floyd will remain in post until his retirement.

Recommendations

4. Council is recommended to:
 - a. Note the recruitment process which has been followed for the appointment of the Council's Chief Executive (Head of Paid Service)
 - b. Approve the recommendation of the Staffing Matters and Urgency Committee's appointment panel to appoint Richard Webb to the post of Chief Executive (Head of Paid Service),
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subject to satisfactory completion of appropriate recruitment checks.

Reasons: The recommendations are supported to enable the Council to appoint a Chief Executive to discharge the duties and functions assigned to the role and for the Council to remain compliant by employing a Head of Paid Service at all times.

The mechanism to do so is pursuant to the Constitution and Officer Employment Procedure Rules. It was essential for the Council to undertake a robust and thorough recruitment and selection process upon announcement of the Chief Operating Officer's retirement ahead of Easter 2026. The Staffing Matters and Urgency Committee's appointment panel, the Chief Officer HR and Support Services and Penna (the Council's appointed recruitment consultants) have worked closely to ensure that the Council has been able to attract and appoint exceptional talent to the role.

Background

5. Following the announcement of the Chief Operating Officer's proposed retirement at Easter 2026, a report was submitted to the Staffing Matters and Urgency Committee on 14 July 2025 to make arrangements to commence a recruitment exercise.
 6. The early notification allowed for a dedicated and specialist recruitment campaign to be developed to attract quality candidates and for a robust recruitment process to be undertaken. The next few months, subject to approval, allows for the successful candidate to make appropriate notice arrangements with their current employer and undertake an onboarding and smooth leadership transition process to City of York Council in April 2026.
 7. A recruitment campaign was launched at the end of July 2025 and closed on 5 September. The campaign attracted 39 applications. Applications were longlisted to 9 candidates. These 9 candidates participated in technical interviews to assess suitability. Five of these candidates were successful to be invited to stakeholder panel interviews.
 8. 37 stakeholders sitting across seven panels were involved in testing the candidates and providing valuable feedback to the appointment
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panel. Panels included Citizens, Partners, Members, Corporate Leadership Group, Staff Network, Trade Unions and Young People.

9. The outcome of the stakeholder panels saw four candidates proceed to leadership testing against the recognised LGA Chief Executives' Behavioural Framework and a final interview on 24 October, 2025.

The appointment panel consisted of:

- a. Councillor Douglas – Leader of the Council (Chair)
 - b. Councillor Kilbane – Deputy Leader and Executive Member for Economy and Culture
 - c. Councillor Crawshaw – Chair, Planning Committee
 - d. Councillor Steward – Leader of the Conservative Group
 - e. Councillor Ayre – Leader of the Liberal Democrat Group
 - f. Debbie Mitchell – Director of Finance (Advisory Officer capacity)
 - g. Helen Whiting – Chief Officer HR & Support Services (Advisory Officer capacity)
10. Following the interview process, members of the Executive were presented with the name of the candidate that the Appointment panel wished to recommend the offer of appointment to, as well as an opportunity to raise an objection. Any objection must be well founded, for example an undeclared relationship with a member of the Council or a non-declaration of an unspent conviction which impacts on the role. There were no objections submitted.
 11. The same principle now applies to Full Council, and all members are requested to vote for approval to appoint Richard Webb as City of York Council's Chief Executive (Head of Paid Service) following the retirement of the Chief Operating Officer in April 2026.
 12. The Chief Executive salary range is from £159,643 to £177,821, Richard will be offered a salary of £177,821 on appointment. Returning Officer fees are also applicable on a separate basis. The role has a standby payment attached to it which equates to £20.55 per month for emergency standby rota. The role will have access to the standard set of Chief Executive Terms and Conditions. There are no enhancements, bonuses or additional discretions attached to the role
 13. A brief summary of Richard's biography and employment history is included in **Annex A**.
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Other options for Full Council

14. It is a requirement to ensure that the Council always employs a Head of Paid Service. There is an option for Full Council to not approve the recommended candidate, however the reasons must be well founded.
15. Should the recommended candidate not be voted favourably, options will be considered in consultation with the Chief Officer HR and Support Services. Options will initially involve reviewing the objections and the reason(s) for the objections, and consideration would be given to appropriate alternative proposals (reassessment of suitable other candidates, readvertisement, interim arrangements). Options would then be presented to Staffing Matters and Urgency Committee, then back again to Full Council for approval.

Consultation

The proposals contained in this report have been agreed by the Leader. A range of internal and external stakeholders and partners have contributed to the decision-making process as set out in **paragraph 8** of this report.

Council Plan

16. The appointment of the Chief Executive (Head of Paid Service) will oversee and help the delivery of the Council Plan.

Implications

17. **Financial** – The Chief Executive (Head of Paid Service) is an established post and is within the budget provision for 2025/26, therefore, no additional costs will be incurred in making this appointment.
 18. **Legal** – A decision to appoint the Chief Executive, a post that discharges the statutory function of Head of Paid Service and a number of other proper officer functions, is one that must be made by Full Council. The approach within this report has sought to ensure that the Council continues to meet its statutory requirements as set out in the Constitution.
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19. **Human resources** – There are no HR issues as a robust and fair recruitment and selection process has been followed in accordance with Council policy and the Council constitution. There will be appropriate on-boarding and induction arrangements in place to ensure a smooth transition of changing corporate leadership.
20. There are no specific **Equalities, Crime and Disorder, Information Technology, Property or other issues or implications**

Risks

21. There are no identified known risks with the proposals set out in this report.

Contact Details:

**Author and Chief Officer
responsible for the
report:**

**Helen Whiting, Chief Officer –
HR and Support Services**

**Report
Approved**

☒

Date 28 October
2025

Specialist Implications Officers

Bryn Roberts, Director of Governance and Monitoring Officer
Debbie Mitchell, Director of Finance

Wards Affected: *List wards or tick box to indicate all*

All ☒ **Yes**

For further information please contact the author of the report

Background Papers:

Staffing Matters and Urgency Committee Report – Recruitment of Head of Paid Services -14th July 2025.

<https://democracy.york.gov.uk/documents/s184297/SMUC%20Recruitment%20of%20Head%20of%20Paid%20Services%20140725.pdf>

Annex 1:

Biography and employment history of Richard Webb



Annex A



Richard Webb
Proposed City of York Council Chief Executive
(Head of Paid Service)

Biography

Richard Webb is corporate director for health and adult services at North Yorkshire Council and has held this post since 2014. Prior to that he has been a director in Sheffield and Telford and Wrekin, with responsibility for services such as housing, culture, leisure, community development and community safety and cohesion, as well as social care and health.

Earlier in his career he worked in local government and the NHS in Stockton on Tees, Gateshead, Newcastle upon Tyne and North Tyneside.

Richard will bring to the Council many achievements, including doubling the numbers of extra care housing schemes, securing up to £60m capital investment for new care and support hubs and leading the recent CQC inspection (published 30 October 2025) in North Yorkshire.

Richard was also part of the team that brought together 8 councils to create a single unitary authority in April 2023 and, during this time, led work on culture, leisure and sport

In Sheffield, Richard helped to save Sheffield's libraries during austerity and making fundamental changes to how council housing operated in the city as part of a 30 year investment plan.

Everywhere Richard has worked, he has, developed prevention, mental health and substance use services and supported greater co-production with people who use services.

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