



CASTLEFIELD RECRUITMENT

Hull and East Yorkshire
Combined Authority

Executive Director of Finance

Candidate Pack

December 2025

Job Description

Post Title	Executive Director of Finance
Salary Band	£125,000 - £145,000
HEYCA Grade	8
Contract Type	Permanent
Reporting to	Chief Executive Officer / Head of Paid Service
Service Areas	Finance & ICT Digital Directorate
Political Restrictions	Yes: This post is politically restricted under the Local Government and Housing Act 1989, as amended by Local Democracy, Economic Development and Construction Act 1989 and the post holder may not have any active political role either in or outside of work, specifically may not hold political office
Rehabilitation of Offenders Status	This role is exempt from Rehabilitation of Offenders Act 1974 under the Exceptions Order 1975. A satisfactory DBS declaration check will be required prior to appointment.
Line Management Responsibilities	Yes: <ul style="list-style-type: none"> • Procurement and Commercial • ICT Digital • Financial Services • Section 73 Officer • Payroll • Risk Register Other activities as required by management that are commensurate with this level of Post

Primary Purpose of Post

This post will take executive responsibility for and lead the Finance & ICT Directorate and be accountable for the successful delivery of the following:

- Procurement and Commercial
- ICT Digital
- Financial services
- Section 73 Officer
- Payroll

Job Description

As Executive Director of Finance, the post holder will provide strategic leadership to the Finance Directorate, ensuring delivery of high-quality professional services and fulfilling statutory responsibilities as the S73 Officer. You will oversee financial governance, drive value for money, and champion strategic investments to support organisational objectives. You will lead the Procurement and Commercial teams and the ICT and Digital Function, alongside the Finance functions.

This role involves aligning financial strategies with the Authority's missions, providing assurance on internal controls, and developing innovative commercial opportunities. You will play a pivotal role in embedding robust financial practices, fostering collaboration, and influencing key stakeholders across regional and national levels. This role is a unique opportunity to shape the financial and commercial future of Hull and East Yorkshire Combined Authority, driving sustainable growth and public value through visionary leadership and strategic excellence.

Corporate Responsibilities

- As a member of the Strategic Leadership Team, ensure the success of the strategic direction for the organisation.
- Represent HEYCA at Executive Level and maintain relationships with key stakeholders.
- Take responsibility for making the vision and strategy a reality.
- Clearly link the vision to outcomes that cascade to the rest of the Authority.
- An ambassador for the organisation at the most senior level.
- Set the pace for the drive and determination to deliver.
- Monitor and provide clear, balanced and constructive feedback on individual performance and takes action to deal with performance issues.
- Develop and maintain effective working relationships with the Mayor and elected Members, working to foster a positive and productive interface between the Mayor, Members and officers across the constituent authorities.
- Provide accurate, timely and relevant advice to Chief Executive and the Mayor including legislative changes and best practice/innovative approaches which anticipate future needs.
- Promote a culture of political awareness amongst officers to help translate political will into appropriate future strategies and delivery of objectives.
- Build, nurture and maintain effective relationships with local, regional and national partners to optimise the Combined Authority's strategic objectives.
- Influence a range of policy makers, public bodies, partners and suppliers to ensure the Combined Authority is well positioned to meet existing objectives and new challenges.
- Undertake any other duties commensurate with the role. Some additional functions may be incorporated into this role description as the new organisation is established.
- Deputise for the Chief Executive Officer / Head of Paid Service as required.

Job Description

Role Responsibilities

- Act as the statutory S73 officer, ensuring financial, commercial, and investment matters are embedded in decision-making across the Authority under the Local Government Act, Section 73.
- Serve as a key member of the Strategic Leadership Team, contributing to the wider organisational agenda and taking accountability for corporate outcomes.
- Develop and lead the Authority's financial strategy, ensuring alignment with strategic priorities and long-term goals.
- Oversee the medium-term financial strategy and budget process, ensuring robust financial planning, resilience and resource allocation.
- Lead on strategic financial matters, including investment maturity and Treasury management, ensuring risk is managed prudently.
- Provide professional advice on complex financial programmes, driving evidence-based decision-making and performance optimisation.
- Ensure compliance with statutory financial regulations and maintain rigorous fraud prevention measures.
- Develop and oversee the grant-funded elements of the investment strategy, providing strategic advice, accountability and the setting of policies and procedures, driving effective monitoring, evaluation, and reporting to inform future investments.
- Engage with S151 officers from constituent authorities to ensure shared understanding and ownership of the Investment Programme.
- Lead the development and execution of the Combined Authority's commercial, procurement, and investment strategies.
- Identify and capitalise on new commercial opportunities to drive income generation and growth.
- Oversee contract negotiations and supplier relationships to ensure value for money and strategic alignment.
- Provide strategic leadership on pricing, market analysis, and continuous improvement initiatives.
- Lead the development and implementation of corporate risk management policies, identifying and mitigating significant organisational risks.
- Ensure compliance with statutory laws, procurement regulations, and governance requirements.
- Act as Senior Responsible Officer for major projects, ensuring alignment with strategic objectives and delivery of outcomes.
- Inspire and lead a high-performing multidisciplinary team, fostering a culture of excellence, inclusivity, and innovation.
- Collaborate across departments to align resources and achieve cohesive organisational outcomes.

Personal Specification

Criteria	Description	E = Essential D = Desirable
Qualifications	<ul style="list-style-type: none"> Professional qualification from a CCAB accounting body. Educated to degree level or equivalent professional experience in a relevant field. In-depth understanding of financial management, investment strategies, and governance in the public sector. Comprehensive knowledge of legislation, regulations, and best practices related to finance, procurement, and commercial activities. Strong understanding of public sector funding, budget management, and risk assessment. Evidence of CPD. 	E E E E E
Experience and Knowledge	<ul style="list-style-type: none"> Significant experience operating at board level, providing strategic financial and commercial advice to senior leaders. Proven track record in developing and delivering large-scale financial strategies and plans in complex environments. Extensive experience in managing multidisciplinary teams and leading transformative organisational change. Demonstrable success in overseeing large-scale commercial contracts, balancing value for money with quality outcomes. Experience in managing grant-funded programmes, ensuring compliance and delivering impactful results. Adept at working in political environments, influencing stakeholders, and navigating complex governance structures. Demonstrable understanding of the work of combined authorities. 	D D D E E E D
Skills, Abilities and Personal Attributes	<ul style="list-style-type: none"> Exceptional leadership and strategic thinking abilities, with a proven track record of delivering results. Strong financial acumen and analytical skills, capable of interpreting and presenting complex data effectively. Excellent influencing and negotiation skills, with the ability to build consensus across diverse stakeholders. 	E E E

Personal Specification

Criteria	Description	E = Essential D = Desirable
Skills, Abilities and Personal Attributes	<ul style="list-style-type: none"> • Proficient in risk management and governance, ensuring alignment with organisational and statutory requirements. • Collaborative approach to leadership, fostering teamwork and shared accountability. • Commitment to innovation, inclusivity, and continuous improvement. 	<p>E</p> <p>E</p> <p>E</p>
Commitment and Behaviour Competencies	<ul style="list-style-type: none"> • We do it when we say we will. • We aim for excellence. • We keep people informed. • We strive to learn and develop. • We give and receive constructive feedback and act on it. • We treat others with respect and dignity at all times. • We will be open and honest in a respectful manner. • We will maintain confidentiality. • We will ensure compliance with Corporate Governance procedures, procurement regulations and the Data Protection Act. • We will behave according to the Employees' Code of Conduct. 	<p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p>

Note: This Job Description is not exhaustive, and employees will be expected to undertake other responsibilities commensurate with the seniority of the post.

Benefits

Annual Leave

Your annual leave entitlement depends on your continuous service date as shown in the table below:

- Threshold Days per Annual Leave Period
- Initial days per annual leave period (wte) 28
- Upon reaching 5 years' continuous service* (wte) 30
- Upon reaching 10 years' continuous service * (wte) 33

In addition, you are entitled to eight national public holidays plus two extra statutory days. Where your contractual hours are less than 37 hours per week, your entitlement to annual leave and public holidays is calculated on a pro rata basis.

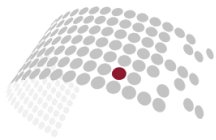
The annual leave year period is from 1 April to 31 March. You must take any outstanding leave to which you are entitled before your employment is terminated. Only in exceptional circumstances will payment be made.

New employees of the Combined Authority shall be entitled to annual leave proportionate to the completed months of service during the leave year of entry, that is 1/12th of full entitlement for each completed month of service and thereafter on a normal scale (e.g. commenced 10th June: leave entitlement for that leave year is 9/12ths of total annual entitlement – July to March inclusive). Fractions of a day must be rounded up to the next full day.

Pension

If you have a contract of more than 3 months duration, you will automatically become a member of the Local Government Pension Scheme (LGPS), unless you have completed and returned an opt-out form which is available from www.erpf.org.uk or the Pensions Team on 01482 394113. If you have a contract of less than 3 months, you may choose to join the LGPS and should obtain an opt in form from www.erpf.org.uk and send to Employment Services (Transactional), Room BG19 County Hall Beverley HU17 9BA. You should read the guide to the LGPS that gives you information on the benefits available to you.

In addition to contractual enrolment into the LGPS, the Combined Authority operates the Government's Automatic Enrolment regulations.



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**Hull and East Yorkshire**
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Get in Touch

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