



Candidate pack
**CHIEF
EXECUTIVE**
of Oldham Council



Oldham
Council

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Welcome from the Leader of the Council Cllr Arooj Shah

Leading this borough is personal to me.

Oldham is and always will be my home and my life. That's why I'm committed to ensuring that the services our residents rely on must be the best, because my family and I experience them every day.

Oldham Council is on a transformative path to become more resident-focused and ready for the future. Our children's services are the fastest improving in the country and are now graded "Good" by Ofsted. We have a new corporate plan with three missions to build a better Oldham: Happier Healthier Lives, Great Place to Live and Green and Growing. This plan won't just sit on the shelf - we'll make sure it acts as our roadmap to a better future.

Our relationships with government and the Greater Manchester Combined Authority mean we can be bold and ambitious for our borough and our residents. For too long Councils have been forced to salami slice budgets year-on-year to meet growing demand for services, but we are committed to making sure Oldham is not left behind.

Oldham is a wonderful place.

We're right in the middle of the most ambitious town centre regeneration where We've entered into a 15-year partnership with award-winning placemakers MUSE to deliver a brand new neighbourhood with 2,000 homes and a six-acre park running through the town centre.

All this work is because we know that our residents deserve better. We're committed to investing in our people and places to create jobs and opportunities and drive forward our vision for a fairer local economy.

Oldham is a place of huge contrast. A quarter of Oldham is in the Peak District National Park around the villages of Saddleworth, making ours the greenest borough in Greater Manchester. And we have urban centres steeped in history with former cotton mills and grand architecture.

That contrast is also reflected in the challenges we face with our population. For example, the life expectancy gap between our most affluent and most deprived wards is as much as 12 years. The income of our residents varies just as widely.

Oldham needs a chief executive who can work with all our residents, one who is ready not just to transform this organisation but one who can transform the borough too.

Our new chief executive will be a dynamic leader who's just as passionate about change and getting Oldham ready for the future as I am.

Thank you for your interest in this role, I can't promise you it will be easy, but I can promise you it will be incredibly rewarding.



About Oldham

On the edge of stunning Pennine landscapes, yet only a short tram journey from Manchester city centre, Oldham is a fantastic place to live, work and enjoy.

Ours is a borough of contrasts. A quarter of Oldham lies within the spectacular Peak District National Park, with picturesque Saddleworth villages offering the best of rural life. Meanwhile, our town centre's dramatic transformation will create new homes, new shops, new jobs, new culture and a new sense of optimism and hope in what is Greater Manchester's most ambitious town centre transformation programme.

The Industrial Revolution saw Oldham transform from a small Pennine settlement into one of the leading industrial bases in the country, and that strong manufacturing heritage continues to this day – though industries such as engineering and food production have taken over where the cotton trade once thrived.

We're proud to have one of the most diverse populations in the country, with around 150 different languages spoken by our community. Our growing Pakistani and Bangladeshi communities make up more than a fifth of our residents, while our fastest-growing demographic is in the 'white other' category, a group primarily made up of those of Polish and Romanian heritage. This is a place where people from all cultures play, learn and work together.

We know our borough is not without its challenges, but we're working hard to overcome them. Unemployment levels are high, and deprivation and inequality has increased. That's why we have a vision and a plan for our people and our place that matches the ambition we have for Oldham. Now we need to right leadership and expertise to shape Oldham into a fairer and more equitable place for all our people. But we are ambitious for our people and our place. We have a vision, we have a plan, and now we need the right leadership and expertise to deliver.

Together, we will continue to shape Oldham into a fairer and more equitable place for all our people.
Oldham's time is now - we'd love you to join us.



Living and working in Oldham

Oldham offers a mixture of urban and rural life unlike almost anywhere else in the UK.

Perfectly positioned on the edge of Manchester, with easy access to Manchester city centre and surrounding attractions, we're also just a short journey from fantastic walking, climbing and biking opportunities in the Peak District national park, as well as popular tourist hotspots on both sides of the Pennines.

Our borough is teeming with affordable properties, excellent schools (80% are rated Good or Outstanding by Ofsted) and super-connected transport links.

Direct road links from the M60 and M62 make driving to work an easy option for many. However, public transport links are also fast and easy; with a direct Metrolink line into Manchester city centre, and bus routes across Greater Manchester and beyond. Meanwhile, Manchester Airport is easily accessible for international travel.

Oldham's Town Centre Investment Plan and wider regeneration plans are turning our vision of Creating a Better Place into a reality with a new shopping, leisure and entertainment complex.

Spindles redevelopment – the town square shopping centre is being redeveloped to create modern, vibrant workspaces and civic offices, as well as bringing our historic Tommyfield Market into the building in a new purpose-built area. This redevelopment will transform the town centre and complement the recent developments in Parliament Square which is home to the ODEON Cinema and several popular places to eat and drink.



Why work for us?

It's an exciting time to join us here in Oldham as we build a fairer, more inclusive borough that works for everyone.

We've got an ambitious strategy which will create new jobs, new homes, and top-quality new public spaces for all our communities to enjoy. At the centre of those proposals is our new-look town centre. We've recently moved our Civic Centre teams into brand new offices in the Spindles shopping centre – freeing the space up for development and brand new homes. We have also, together with social enterprise Upturn opened The Hive, a coworking space to support new business in Oldham - creating opportunities for economic growth and innovation.

But while we've got big plans to continue building on our achievements, we're dedicated to delivering the very best public services Oldhamers need and deserve. That means getting the basics right – cleaning the streets, collecting waste and looking after our environment – while also ensuring that people get all the help and support they need, particularly the most vulnerable.

By working in partnership with our communities, listening to what they have to say, and taking action, we will keep improving our services to be the very best they can be. We're committed to reducing inequalities, tackling poverty, and ensuring everyone can fulfil their potential – whichever of our wards they're born in.

We also know we won't succeed in isolation. We work closely with the other nine local authorities in Greater Manchester as part of the Greater Manchester Combined Authority, driving forward joint ambitions for health, wellbeing, work and jobs, housing, transport, skills, training and economic growth for almost three million residents across our region.

Our priorities, values and behaviours.

Our four pillars of change

These pillars represent our four main focus areas to deliver the plan. They will be essential for us to transform words on a page into a reality which will bring about real change for Oldhamers, and ensure that Oldham is an exemplar for local government - despite the financial challenges.

Efficiency and value for money

We're committed to making the best use of our resources throughout the Council.

Capacity building

We will build strong infrastructure to meet our needs now and in the future.

Digital

We will use digital tools to improve services and make our organisation more efficient.

Prevention & early help

We will actively work to reduce the need for our services by focusing on prevention and early support.

Our priorities

The corporate plan shows how we'll build a future where Oldham is recognised for its ambition, inclusiveness, and strength by focusing on three key missions:

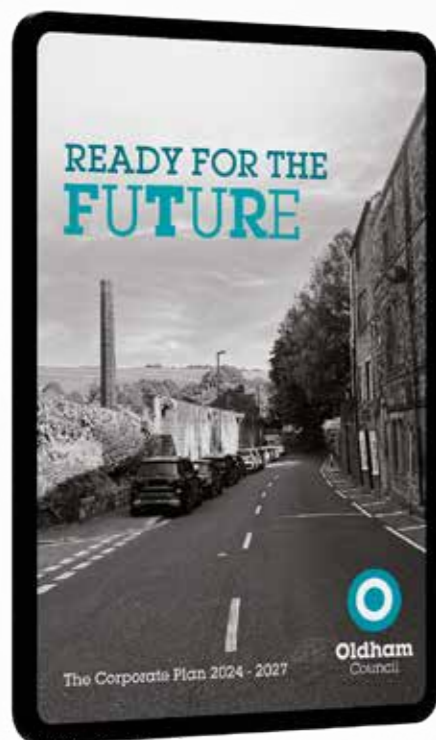
Healthier Happier Lives

Great Place to Live

Green and Growing

By fostering innovation, investing in people, and supporting our communities, we'll ensure Oldham remains a place where everyone can thrive. With strong leadership, commitment to our values, and ongoing improvement, we're ready to adapt to the changes in local government.

[↓ DOWNLOAD HERE](#)



Our values and behaviours

In an ever-changing environment, where strategies must remain flexible and responsive, our cooperative ambition drives us forward, guided by a core set of values and behaviours. These principles form the foundation of Oldham Council's approach, ensuring that we stay true to our core purpose and direction.



Proud

We take pride not only in what we deliver for the residents of Oldham but also in how we deliver it.



Ambitious

We recognise the challenges we face and are committed to setting high aspirations to overcome them, with determination and focus.



Together

We believe in shared solutions, working across sectors and with our communities to achieve common goals and deliver the quality services Oldham deserves.

Our values – Proud, Ambitious, Together – define who we are and how we operate. They shape our culture, inform our decisions, and inspire us to deliver on our commitments to the people of Oldham. They are the standards we hold ourselves to, day in and day out. Alongside these values, a set of key behaviours guides how we work, ensuring consistency and focus across all areas of the Council.



Working together to achieve the best for our people and place, we demonstrate these five key behaviours at all times.

- 1** Working with a resident focus
- 2** Supporting local leaders
- 3** Committed to the borough – we're very proud to work for Oldham and we want you to be too
- 4** Taking ownership and driving change – we need to anticipate the needs of residents, look for improvements in the way we support them and think about how we could do so more effectively.
- 5** Delivering high performance – we set clear targets and look to be efficient in everything we do. We want team members to challenge, look to improve existing ways of working and take responsibility for their personal development.

Our next Chief Executive

Salary (£175,000 to £190,000)

This is a key leadership role that's all about shaping Oldham's future. You'll help deliver on the council's big ambitions, making sure we stay true to our values and always aim to be the best we can for our residents, businesses, and staff.

As Chief Executive, you'll lead the Executive and Senior Management teams to deliver our plans for the Council and the borough. Your job will be to make sure we're providing top-quality, efficient, and sustainable services that improve people's lives and create real opportunities for everyone in Oldham.

Working with others is a big part of this role. You'll build strong partnerships at every level — locally, regionally, and nationally — to unlock opportunities for our residents. You'll also work closely with elected members to make sure Oldham is recognised as a fantastic place to live, work, and invest.

Equally important is building a positive and ambitious workplace. You'll inspire our staff to work together, aim higher, and always look for ways to do better so we can deliver the best outcomes for Oldham.

Terms of appointment

Salary and conditions:

- Between £175,000 to £190,000 per annum, increasing annually and subject to annual NJC pay awards.
- You'll be appointed on the JNC Chief Officers terms and conditions
- Hours: Full-time (36.66 hours per week)
- Location: Oldham, minimum 3 days per week on-site expected
- Annual leave: 30 working days with an additional three days granted after 10 years continuous service
- Greater Manchester service commitment: we recognise the Greater Manchester Continuous Service commitment meaning you'll keep your continuous or 'unbroken' service if you move from a recognised organisation in GM (more information is available [here](#))

Benefits and rewards

- A variety of flexible working options
- Access to the workforce wellbeing offer to support mental health, physical health and lifestyle behaviours
- Staff discount scheme
- Salary sacrifice schemes including Cycle to Work
- Reward and Recognition schemes including the Annual Staff Awards and Long Service Awards
- A variety of learning and development opportunities to help you develop in your current or future roles
- Opportunity to take volunteering days to support voluntary, community and charitable groups in Oldham

Specific accountabilities for the Chief Executive:

- ✓ **Maintain and continuously build on our vision** for the borough of Oldham and in doing so ensure delivery of resident-focused services are at the forefront of everything the Council does
- ✓ **Act as a visible advocate for the borough** in realising the Council's vision, build its reputation at a local, regional and national level and in doing so be recognised as a strong leader across local government
- ✓ **Ensure that the organisation has the best insight and data** at its disposal in order to focus resources where they will have the most impact and in a way that supports communities and individuals to help themselves and each other
- ✓ **Personally and passionately promote Oldham** as a place in which people want to live, work and invest having regard to the strengths and opportunities across the borough brought about by the diversity of our communities and assets
- ✓ **A determined focus on economic growth**, wider commercial interests (local, regional and national) and the creation of new investment and employment opportunities. To provide drive and focus for the growth of the borough's economy and cultural base and in doing so work closely and openly with the political leadership to lead and deliver plans and proposals to improve and develop the prosperity of the borough
- ✓ **Provide strategic leadership, direction and management of the Council's Executive** and Senior Management Team using appropriate tools and techniques to get the best from everyone and promote an inclusive and non-hierarchical culture
- ✓ **Accountable for effective financial leadership** and management of all Council budgets ensuring that all services are delivered within budget and that available resources are used to best effect.
- ✓ **Deliver high performance by establishing clear expectations and standards** in line with the Council's performance management framework and processes at corporate, service and individual level; monitoring and increasing productivity and reporting on achievement, ensuring resident focused services are delivered effective and efficiently to the highest standards; including financial, risk, people and through effective management of change
- ✓ **Embed positive leadership behaviours** within a continually developing cultural environment, inspiring direct reports, and others to uphold the Council's values and behaviours
- ✓ **Act as the Head of Paid Service**, the Council's Returning Officer, and Electoral Registration Officer
- ✓ **Act as the Place Based lead** of the Integrated Care arrangements with the NHS"

Your accountabilities:

- ✔ **To support and advise all elected members** in their roles at ward, borough and regional level ensuring that they feel well informed to make decisions and support their residents as effectively as possible
- ✔ **To set the direction of the Council's key corporate strategies** and providing strong corporate leadership to staff of all levels, being a positive force for change and delivering within available financial and people resources
- ✔ **As Chief Executive and Head of Paid Service provide effective leadership and direction** to all staff across the organisation and in doing so lead delivery of the workforce strategy and support the overarching ambition to be a Council that is resident-focused and high-performing and an organisation that people are proud to work for
- ✔ **To represent the Council at local, regional, and national levels** working in partnership with internal and external stakeholders to maximise joint collaborative effort and expertise for the benefit of Oldham
- ✔ **To ensure the Council's emergency planning and response arrangements are fit for purpose** and lead these at local and regional level

Your duties:

- ✔ **To role model the values and behaviours we expect of all staff and support** and apply all HR policies and procedures within the framework and spirit of those specified values and behaviours
- ✔ **To take every opportunity to raise awareness of the Council's ambitions and achievements**, both internally and externally
- ✔ **To actively promote the corporate social responsibility and social value agenda** in the workplace and in service delivery
- ✔ **To ensure the customer standards agreed for services are upheld** through performance targets and reviewed accordingly
- ✔ **To ensure compliance with all statutory and legislative requirements** for example health and safety, equality and inclusion, information governance and data protection
- ✔ **To invest time in self-improvement in performance** through participation in both targeted and organisation wide organisational development initiatives and promote the same across the workforce to maximise talent and commitment to the organisation and borough



Selection criteria

Education and Qualifications

Educated to degree level

Post graduate qualification relevant to this role or equivalent in terms of qualifications or experience

Evidence of continuing professional and personal development

Knowledge

A broad knowledge of public sector service delivery; both directly and through commissioning and contracting

Knowledge of tools and techniques which help people and communities maximise their individual and collective assets in order to help themselves and each other.

Knowledge of tools and techniques which enable positive engagement and dialogue with diverse communities and other stakeholders.

Experience relevant to the role

A demonstrable record of senior strategic leadership achievement and experience as either a chief executive or at deputy/executive director level in a large and complex organisation with comparable scope, responsibilities, budgets and resources and political accountabilities

Significant experience of working effectively and impartially with elected members and in supporting the democratic decision-making process

Expertise in leading successful large-scale organisation wide change programmes, service improvements with measurable outcomes and changing and embedding a positive culture across a large and diverse organisation

Experience of leading a complex range of services and delivering agreed performance standards which see improved service delivery with residents at the forefront

Significant experience of resource management; people, financial and physical with understanding of the pressures of austerity and the need to transform to protect outcomes for residents

A successful track record of forging and maintaining working partnerships with communities to ensure the development, design and delivery of services that reflect their needs

Demonstrate significant understanding of public sector reform and government austerity measures and a track record of addressing austerity in a way that protects residents and the workforce through delivery of innovative measures.

Skills and Abilities

Political sensitivity and experience: ability to maintain professional, effective and trusting working relationships with all elected members, with a willingness to listen and implement views and ideas, to receive and contribute to policy direction, development and implementation

Leadership: lead and develop the Executive and Senior Management Team by leading by example, valuing the workforce, ensuring high performance of staff. Promote a culture that supports employees, encourages cross-Council working and the achievement of high standards. Model the Council's values and behaviours and support the use of appropriate organisational development initiatives which enable both staff and elected members to perform at their best

Strategic Thinking: Support the Council's leadership in developing strategies for the Council to provide comprehensive and corporate approach to achieving its vision and objectives which will see positive impact on our residents and the Borough

Ability to communicate a compelling vision to key stakeholders internally and externally to achieve operational and place-based outcomes and to engage others in co-designing solutions

Create a corporate and cohesive working culture across the Council, focussed on continuous improvement, high quality resident focused services, and strong employee engagement at all levels across the organisation

Through personal example, provide open commitment and clearly action, value and celebrate the rich diversity of Oldham's communities, building upon the Council's ambitions in respect of equality, diversity and inclusion in a way that is embedded in our approach to service delivery and the workforce and our role as a key anchor institution

Demonstrate on a constant basis the ability to engage and work with a wide range of different stakeholders across the public, private and not-for-profit sectors



How to apply

To apply, please visit Greater.Jobs and submit your application via our application portal.

 [VISIT OUR JOB SITE](#)

You'll be requested to submit an up-to-date CV along with a supporting statement (four sides of A4 maximum) detailing your experience and achievements and addressing the key criteria for the role using examples to demonstrate how you meet the requirements.

Your CV should include:

- Full contact details
- Names, positions, organisations and contact details for two referees (*we will ask your permission before contacting referees*)
- Details of your notice period

We'd encourage you to have an informal and confidential conversation with the Leader of the Council and/or current Chief Executive. To arrange this, or if you have any questions about the recruitment process, please email Steve.Hughes@oldham.gov.uk

Timetable

Closing date:
29 January 2025

Longlisting:

Friday 31 Jan / 3rd Feb

Assessment centre:

14 February 2025

(includes stakeholder/staff panel + member panel)

Final interview:

25 February 2025

Full Council approval:

6 March 2025



“I can’t promise you it will be easy, but I can promise you it will be incredibly rewarding.”

Cllr. Arooj Shah, Leader of Oldham Council