



## OFFICER REPORT TO COUNCIL

### APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE

#### **KEY ISSUE/DECISION:**

To appoint the Council's Chief Executive and Head of Paid Service.

#### **BACKGROUND:**

##### **1 Introduction**

1.1 In accordance with Section 4 of the Local Government and Housing Act 1989 ('the 1989 Act') the Council must designate one of its officers to hold the statutory office of Head of Paid Service. The Head of the Paid Service is responsible for preparing reports on the way the local authority's staff are organised, on the authority's staffing needs and on the coordination of the way in which the authority's functions are discharged. The Head of Paid Service usually also holds the position of Chief Executive, as is the case at Surrey County Council.

##### **2 The appointment process**

2.1 The former Chief Executive, Joanna Killian, left the Council on 17 March 2024 after six years with the authority, to take up a new role as Chief Executive of the Local Government Association.

2.2 The Council's Constitution, Part 2, Officer Employment Procedure Rules, sets out that the responsibility for the appointment of the Chief Executive and Head of Paid Service rests with Council. The appointment is co-ordinated, and a recommendation made by the People, Performance and Development Committee on their behalf.

2.3 The membership of the People, Performance and Development Committee for this appointment was as follows:

- Tim Oliver – Chair
- Denise Turner-Stewart – Deputy Chair
- Catherine Powell
- Mark Nuti

- Sinead Mooney
  - Will Forster
- 2.4 The role was advertised internally and externally via a recruitment agency, Faerfield, with a closing date of 23 February 2024. There were 15 applicants, of which five were considered suitable against the competency criteria within the job profile. These candidates were interviewed by the executive search consultants and Owen Mapley, Chief Executive at Hertfordshire County Council, on 6 March 2024.
- 2.5 Following the longlist interviews, a shortlist report was presented to the People, Performance and Development Committee on 11 March 2024. The committee agreed that four candidates would be invited to the next stage of the process which was a Stakeholder Engagement Day on 18 March 2024.
- 2.6 The Stakeholder Engagement Day included a variety of panels to give candidates the opportunity to demonstrate their skills and experience to a range of stakeholders. This provides a more comprehensive overview of their strengths and areas for development than more traditional methods used in isolation. The panels were:
- Young Person's Panel
  - Adult Services Users Panel
  - Partners Panel (which included representatives from Surrey Police, Frimley and Surrey Heartlands Integrated Care Boards, Community Foundation for Surrey and Activate Learning)
  - Member Panel
- 2.7 Members of the Cabinet and members of the Residents' Association and Independents group and the Liberal Democrat group were invited to observe the stakeholder panels.
- 2.8 The candidates also completed online psychometric profiling prior to the final interviews. These comprised of two self-reported personality and leadership questionnaires where the profile was de-briefed with the individuals to develop and refine the themes in the resulting confidential report. The report was shared with the Chair of the People, Performance and Development Committee and relevant extracts were shared with committee members.
- 2.9 All four candidates were assessed as suitable to proceed to the Final Interview stage of the selection process. One candidate withdrew before the final interviews took place. The interviews were held on 27 March 2024 and included a competency-based interview and a presentation delivered to the People, Performance and Development Committee.
- 2.10 At the conclusion of the above, rigorous selection process, the People, Performance and Development Committee recommends that Terence

Herbert be appointed as Chief Executive and Head of Paid Service of Surrey County Council on a permanent basis with a start date to be agreed.

- 2.11 Terence has been the Chief Executive at Wiltshire Council since June 2020. Wiltshire is the sixth largest unitary council in the country, serving the needs of over 513,000 residents. It employs over 5400 staff providing over 640 services with a revenue budget of £482m and a net Capital programme budget of £214m. Prior to this, Terence was Director of Children's Services and under his leadership the service went from Requires Improvement to Outstanding in 2023.
- 2.12 Terence began his career as a Registered Mental Nurse (RMN) in 1987, and then qualified as a social worker taking up posts in children's services at the London Borough of Lewisham, Royal Borough of Kensington and Chelsea, and North Somerset Council. He moved to Wiltshire Council in 2011, where he has spent more than 13 years in various roles including Head of Service for Safeguarding, Associate Director for Children's Services, Executive Director for Children & Families, Leisure and Communities, Corporate Services, HR and Organisational Development, Chief Executive Officer for People Services, before being appointed Chief Executive in June 2020.
- 2.13 Terence has significant experience as a leader in local government and the committee were impressed with his passion and commitment to transforming complex public services through collaborative leadership to deliver the best possible outcomes to residents and customers.

<b><u>RECOMMENDATIONS:</u></b>
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It is recommended that Terence Herbert is appointed as the Chief Executive and Head of Paid Service of Surrey County Council, with a start date to be agreed.

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**Lead/Contact Officers:**

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**Sources/background papers:**

None

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