



Thurrock Council

Job Profile

Job Title	Chief Executive (Head of Paid Service)
Grade	SM5
Directorate	Chief Executive's Office
Responsible to	The Leader of the Council and elected Members
Last Review Date	April 2026

Job Purpose

To provide inspirational, values-led and delivery-focused leadership that sustains and accelerates Thurrock's improvement journey. Ensure the Council remains on track with Government Directions and the intervention programme and working productively and transparently with Commissioners to evidence sustained progress, build confidence, and embed durable improvements in leadership, governance and organisational performance.

To secure long-term financial resilience through disciplined budget management and strong financial governance. Maintain momentum on the Council's debt reduction and sustainability agenda, ensuring that financial decision-making is robust, well-controlled and focused on value for money, while enabling the organisation to protect priority services and invest effort where it delivers the greatest benefit for residents.

To lead transformation at scale by embedding a "one council" culture and a strong performance management ethos. Align improvement, transformation and Local Government Reorganisation (LGR) within a single coherent narrative and delivery programme, translating strategy into practical plans, measurable outcomes and clear accountability so that change is delivered at pace and sustained over time.

To navigate and shape LGR and devolution in a way that positions Thurrock as fit for merger and ready to transition successfully into new arrangements. Providing confident system leadership across South West Essex and the wider region, building constructive partnerships, and ensuring the organisation is operationally, culturally and strategically prepared for the demands of reorganisation while maintaining continuity and quality of service delivery throughout the transition period.

To provide high-quality, impartial advice to elected Members that enables strong governance, ethical decision-making and effective member/officer relationships in a changing political environment. Support Members to set clear priorities, understand and manage strategic risk, and make timely, evidence-led decisions, while promoting a culture of respect, openness, integrity and constructive challenge across the organisation.

To improve the quality of life for Thurrock residents by ensuring the delivery of high-quality, innovative, efficient and customer-focused services. Establishing and maintaining excellent partnerships and relationships across the public and private sectors, purposeful community engagement, and a consistent focus on outcomes, ensuring residents and communities experience tangible improvements in service standards, responsiveness and trust in the Council.

Values & Accountabilities

Our Shared Values	1. Together, we hold ourselves to account to get things done. We do this by demonstrating accountability and integrity. 2. Together, we make possible what cannot be achieved alone. We do this by being collaborative and focusing on impact. 3. Together, we will listen and act to continually improve. We do this by being responsive to local people and the issues they raise and adapting our approach to achieve better outcomes.
Corporate Accountabilities	1. Provide high level advice and support to the Leader of the Council and Elected Members in shaping the strategic direction of the Council. 2. Ensure financial, accounting and governance practices and best practices are adhered to. 3. Work in a corporate and co-operative way with all senior management, members and staff. 4. Take the lead role on Corporate Governance for the Council. 5. Being fully accountable for managing the council's resources well and complying with statutory requirements. This includes managing time, avoiding unnecessary waste, reuse and recycle resources to reduce personal impact. 6. Monitor financial performance, deliver within budget and seek savings and efficiencies exploring opportunities to draw funding where appropriate. 7. To be willing and able to work in a flexible and agile way with regard both to hours of work and location of work, including remote and home working, as required, subject to service needs and requirements. 8. To participate in performance development, talent reviews and one-to-ones and to contribute to the identification of your own and team development needs and goals. 9. Take a lead role in furthering the Council's commitment to promote diversity and oppose discrimination in the provision of services and as an employer. 10. To comply with data protection legislation and the council's Information Security Policy, including supporting policies. 11. To ensure full compliance with all legislative and statutory requirements, including health and safety at work, and the local policy framework. 12. To undertake and maintain relevant mandatory training in line with legislation.

Key Service Accountabilities

1. Deliver the Council's strategic aims, objectives and partnership priorities set out in the corporate plan, ensuring that residents are at the centre of service delivery and future developments, and that the diverse needs of our community are considered.
2. Lead and develop the senior leadership team and the wider organisation, creating a high-performing, values-led and inclusive culture with clear expectations, coaching, talent development and accountability for delivery.
3. Lead and assure delivery of the Council's intervention, improvement and transformation programme, maintaining strong working relationships with Government Commissioners and evidencing sustained progress against Directions.
4. Strengthen and embed effective governance, constitutional compliance, ethical standards, and high-quality decision-making; model transparency, integrity and constructive challenge.
5. Provide clear strategic leadership and narrative that aligns improvement, transformation and Local Government Reorganisation (LGR) into a single coherent programme with defined outcomes, milestones and accountabilities.
6. Deliver financial resilience: disciplined budget setting and monitoring, value-for-money culture, savings delivery and continued implementation of the debt reduction and sustainability strategy.
7. Oversee the effective use of the councils total resources that ensures high quality services, value for money services and ensures there is sufficient capacity and capability within the organisation to deliver its ambitions and aims.
8. Lead large-scale transformation at pace, with robust programme governance, performance management and benefits realisation, ensuring residents experience improved outcomes and service quality.
9. Champion place leadership for Thurrock: build partnerships across the Thames Gateway/Greater Essex region, business, VCSE and public services to support inclusive growth, community cohesion and resilience.
10. Lead the Council's reputation and communications internally and externally, ensuring clear, consistent messaging, active engagement with communities, and strong relationships with the media and stakeholders.
11. Prepare Thurrock to 'end well' and be 'fit for merger' by leading organisational readiness for LGR, including operating model design, workforce planning, data/technology readiness and service continuity planning.
12. Work collaboratively with Basildon Council, Essex County Council and other partners to shape the future South West Essex Council, ensuring

effective transition governance and risk management through to vesting day.

13. Act as principal advisor to the Council, Head of Paid Service in accordance with Section 4 of the Local Government and Housing act 1989 and Emergency Planning Coordinator.

14. Ensure compliance with the Council's Constitution and governance arrangements.

15. To act as Returning Officer at local elections; Acting Returning Officer at Parliamentary elections and Local Returning Officer at European Parliamentary elections.



Person Specification

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Directorate	Chief Executive's Office

Information for Applicants

The person specification provides an outline of the experience, skills, and abilities we expect the successful applicant to possess. You should match your own skills, experience, and abilities to those listed below. Tell us in what way you meet the requirements.

Method of testing	Weighting
1 = application form	1 = low importance
2 = interview	2 = medium importance
3 = assessment tests	3 = high importance

Disabled people will be offered an interview where they meet the essential requirements alone.

Requirements for this Job

Key competencies and behaviours	Method of testing	Weighting
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1a. Skills and abilities – essential		
Able to craft and communicate a clear, credible improvement narrative that mobilises Members, staff, partners and residents.	1/2/3	3
Takes a one Council approach to deliver more effective outcomes and avoids silo-ed, single directorate or service area approaches.	1/2/3	3
Able to set clear objectives, monitor progress to outcomes/KPIs, intervenes early, and maintains pace in complex programmes.	1/2/3	3
Demonstrates judgement, sensitivity and integrity; builds trust with Members while maintaining appropriate professional challenge.	1/2/3	3

Exceptional communication skills across a wide range of audiences; confident representing the Council externally and leading reputation.	1/2/3	3
Leads a values-based, high-performing, learning organisation; addresses underperformance and makes courageous decisions when required.	1/2/3	3
Builds alliances and collaborative working across organisational boundaries to deliver improved outcomes and inclusive growth.	1/2/3	3
Understands the complexities of political dynamics and uses this to build credibility and manage relationships with elected members by successfully advising and supporting them.	1/2/3	3
Challenges self and others to think outside of the box; enables the Council to continuously improve and innovate in the long term.	1/2/3	3
1b. Skills and abilities – desirable		
Ambition, energy, drive and resilience: proven ability to deliver under pressure	1/2/3	2
3a. Experience – essential		
Significant senior leadership experience at Chief Executive (or equivalent) level in local government or a comparably complex public service setting.	1/2/3	3
Proven track record leading large-scale organisational improvement and transformation, including performance turnaround and culture change.	1/2/3	3
Demonstrable experience of working effectively in a complex political environment, advising elected members and maintaining excellent member/officer relationships.	1/2/3	3
Strong evidence of financial leadership budget setting/monitoring, value-for-money delivery, governance and probity, and leading difficult financial recovery decisions.	1/2/3	3
Track record of building and sustaining high-performing senior teams and organisational capacity/capability.	1/2/3	3
Significant experience of partnership leadership across public sector, communities and business, representing an organisation credibly at senior external forums.	1/2/3	3
3b. Experience – desirable		
Experience of working with external assurance arrangements such as Government intervention/commissioners, regulatory improvement frameworks or formal recovery programmes.	1/2/3	2

Experience leading (or playing a major role in) LGR, mergers, shared services, devolution programmes or major system reconfiguration.	1/2/3	3
4a. Other requirements – essential		
To behave in accordance with our values.	1/2	3
Commitment to the principles of agile working including the ability to work flexibly with regards to both hours of work and location of work including remote and home working as required.	1/2	3
5a. Equalities – essential		
Understanding of and commitment to principles of equality and diversity and compliance with Thurrock Council policies.	1/2	3

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Recruitment safeguarding	Requirement
Will the post holder have substantial unsupervised access to children or vulnerable adults?	No – use standard recruitment process Yes – Use Safer Recruitment process
Is a Disclosure and Barring Service (DBS) check required for this post? Read the Recruitment and Selection Policy for guidance.	No – Not required Yes – Basic check required Yes - Standard check required Yes – Enhanced check required