



SURREY HEATH BOROUGH COUNCIL

# Surrey Heath Borough Council

## RECRUITMENT PACK



**July 2025**

Surrey Heath Borough Council  
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## A Message from the Chief Executive

Thank you for your interest in this exciting opportunity at **Surrey Heath Borough Council**.



We're looking for an outstanding individual with the talent, drive and commitment to deliver real impact, someone who is inspired by public service and motivated by helping others to succeed.

This role comes at a pivotal time, as local government continues to evolve through reform and reorganisation. As part of this changing landscape, you could help shape our response to Local Government Reorganisation, ensuring Surrey Heath remains resilient, forward-thinking and community-focused.

In the following pages, we hope to give you a sense of what makes Surrey Heath such a unique and rewarding place to work. If what you read sparks your interest, I'd be delighted to receive your application

Best wishes

A handwritten signature in black ink, appearing to read 'NS'.

**Nick Steevens** | Chief Executive



# The future of Surrey Heath Borough Council

In December 2024, the Government announced significant reform for local government and on 5 February 2025, Surrey was identified as being on a fast track to local government reorganisation to unlock devolution.



## What is devolution

Devolution is the transfer of powers and funding from central to local government, giving local areas more control over decisions on things like transport, housing and skills. It often involves creating Combined Authorities led by elected Mayors with the aim to bring decision-making closer to communities and support local growth.

## What is local government reorganisation

Local government reorganisation is the process in which the structure and responsibilities of local authorities are reconfigured. In the context of the English Devolution White Paper, the Government have set out plans to move away from the current two-tier system of district and county councils. The Government has indicated that for most areas this will mean creating councils with a population of 500,000 or more, but there may be exceptions to ensure new structures make sense for an area, including for devolution, and decisions will be on a case-by-case basis.



## Submission of Final Plan

On 9 May 2025, Surrey Heath Borough Council confirmed its support for a three-unitary authority model and submitted the final proposal to government.

The proposed model aims to create more responsive and locally focused services by bringing together neighbouring councils into three new, streamlined unitary authorities.

Under these plans, Surrey Heath would form a new authority alongside Guildford, Waverley, and Woking borough councils.

The final proposal is now with the government, and we await a formal response which will include a review process and engagement.

If approved, elections for shadow unitary councils are expected to take place in May 2026, with the new councils becoming fully operational by May 2027.

You can read more about the final proposals on the [Surrey LGR Info Hub](#)

## About Surrey Heath the place

Situated in North West Surrey, with a population of 90,500, Surrey Heath is a beautiful place to live and work.

The borough covers 36.5 square miles in north west Surrey, on the border of both Berkshire and Hampshire and is a contrast of urban and rural environments. The area has unique military heritage with the Royal Military Academy Sandhurst, where all Officers in the British Army are trained.

Generally, an affluent area, people who work here have the second highest average weekly wage in the South-East. But having enough homes for people that need them and are affordable is a challenge when balanced against the need to maintain the green nature of the borough and the extensive specially protected heathland (SPA).

We know a number of our residents and their families that are struggling, a situation made more challenging by the cost of living crisis. In some parts of the Borough there is a life-expectancy gap of up to 11 years and with the number of older people rising by nearly 20% in the past 10 years, we have to re-focus our priorities.



## Surrey District Councils



## Surrey Heath Borough Council

We are one of the smallest Boroughs in the country with 35 elected members, and 250 staff with a strong ethos for public service.

We recognise that nothing can be achieved in isolation, and we have a strong foundation in Surrey Heath of partnership working.

We are committed to taking action on climate change, and to securing improvements in the quality of life and opportunities for all of our residents and businesses, whilst ensuring sustainable council finances to deliver core services effectively.



## Council Strategy

The Council has developed a new [Council Strategy 2024 – 2028](#) under the themes of **Protect the Environment, Promote Healthier & More Inclusive Communities, Support a Strong Economy and Create More Homes, Deliver Effective Services with Sustainable Finances and Campaign for Residents.**



## Values and Behaviours

See the full [Values and Behaviours](#) document.

**Proud to Serve** – Dedicated to public service, accountable for our work, leading by example and showing passion for the community.

**Customer Focus** – Listens to all customers with a genuine aspiration to exceed their expectations, ensuring a truly customer focused organisation.

**Innovation** – Looks for and embraces new ways to meet challenges, solve problems and make improvements.

**Teamwork** – Builds collaborative, inclusive relationships based on mutual respect and a one-team mindset to reach shared goals.

**Delivering Results** – Focused on performance, delivering our priorities to an excellent standard and ensuring value for money.



# Delivering Well

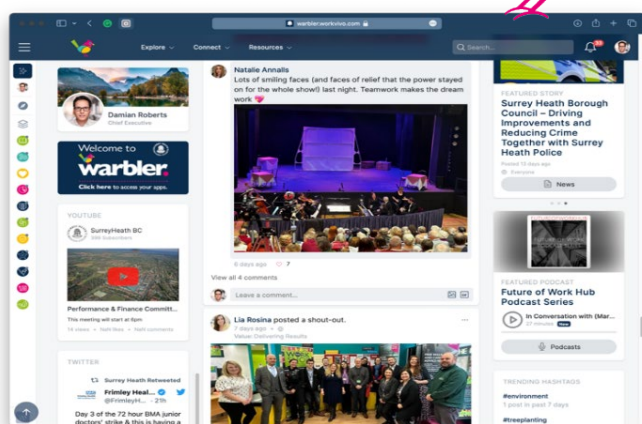
## Our Ambitions

We constantly look for opportunities to improve, to deliver new and better outcomes, and to learn what out our shared focus for delivery aligned to our overall Council Strategy.



## Communicating with our staff

We are proud of how we communicate and engage with our workforce from our staff newsletter, to “Warbler” our staff intranet, our all-staff briefings as well as staff awards and our large scale face-to-face events. This supports our highly trusted relationships between managers and staff, our strong sense of identity as an organisation, and helps us ensure that we continue to deliver on our commitment to openness and transparency.



## Opportunities for all

We believe that everyone should have access to the services that we offer whether that is having their waste collected, accessing our beautiful green spaces, living a healthy lifestyle, planning for where they live, visiting our vibrant town or village centres, starting a new job, or building a new business. They need to know about these services, that we are here for them, and that they can trust their Council to deliver to their needs. All of our staff have a role in achieving this and in helping to create a Council that everyone can feel proud about.

## Employees

Our ethos is to invest in our staff; offer opportunities to individuals to grow and develop their skills and nurture our talented people.

We have a healthy balance of staff knowledge and experience within the Council with a number of staff working at Surrey Heath Borough Council for a number of years.



## Learning and Development

We provide a variety of development opportunities for our staff including;

- apprenticeships.
- mentoring programme.
- access to virtual and in-person training through Surrey Learn Partnership.
- management development programmes for aspiring or new managers.
- investment in staff qualifications and career paths via the 'Post entry training' scheme.
- extensive e-learning and induction training.
- Rising Stars – opportunity for staff to work on a project outside of their service area to expand their experience skills.



## Benefits

The Council recognises that its main asset is its staff. In recognition of this the Council offers a generous benefits package which is currently as follows:

- Local Government Pension Scheme
- A minimum of 23 days annual leave entitlement (pro-rata for part-time employees). Plus Bank Holidays
- An additional 5 days' annual leave after 5 years' continuous Local Government service
- 3 Additional days off at Christmas
- Three times salary Life Assurance cover for all staff in the Pension Scheme
- Generous Maternity, Paternity & Adoption entitlements
- Maternity Pay – Occupational Maternity Pay is based on 6 weeks' pay at 9/10ths of the employees' average earnings. An additional 12 weeks' contractual maternity pay at half the employees' normal rate of pay, if they return to work after their maternity leave for a period of at least three months. Eligible criteria must be met.
- Free parking for all non-casual staff
- Discounted gym membership
- Employee Assistance Programme (EAP)
- Free VDU eye examinations every 2 years
- Free vaccinations when / where appropriate
- Staff uniforms where required for all appropriate employees
- Flexible working policy
- Hybrid working (minimum of 1 day per week in the office)
- Extensive Learning and Development opportunities

