

All Members of the County Council  
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Date: 12 May 2010

Dear Member

**COUNTY COUNCIL - THURSDAY, 13 MAY 2010**

I am now able to enclose, for consideration at next Thursday, 13 May 2010 meeting of the County Council, the following report that was unavailable when the agenda was printed.

**Agenda**  
**No**

**9. Appointment of Interim Head of Paid Service (Pages 1 - 2)**

Yours sincerely

A handwritten signature in black ink, appearing to read 'Peter Sass', written in a cursive style.

**Peter Sass**  
**Head of Democratic Services & Local Leadership**

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By: Paul Carter, Leader of the Council and Chairman of Personnel Committee

To: County Council – 13 May 2010

Subject: Appointment of Interim Chief Executive/Head of Paid Service – Supplementary Report

Classification: Unrestricted

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Summary: The Council is requested to endorse the appointment of David Cockburn as Interim Chief Executive/Head of Paid Service.

#### FOR DECISION

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1. At its meeting on 1 April, the County Council approved the recommendation of the Personnel Committee to appoint Katherine Kerswell as the Council's Group Managing Director. In addition, the County Council agreed to formally extend Peter Gilroy's contract as Chief Executive by five days to 13 May 2010 (the date of today's meeting) and invited the Personnel Committee to consider proposals for the execution of the statutory responsibilities of the Head of Paid Service on an interim basis during the period between Peter Gilroy's contract ending and Katherine Kerswell's contract commencing, and to make a recommendation to this County Council meeting.
2. The Personnel Committee met on 5 May and resolved that David Cockburn, KCC's Executive Director, Strategy, Economic Development and ICT, should be recommended to the County Council as its interim Chief Executive/Head of Paid Service.
3. In accordance with the Constitution (Appendix 2 Part 6) the name of the person to be offered the appointment was recorded by the Monitoring Officer and sent to all Members of the Cabinet asking for any objections to the making of an offer to be submitted by 11 May 2010. With that time having elapsed I am advised that no objections were received.
4. Katherine Kerswell has confirmed that she is able join Kent County Council on 7 June 2010. An intensive induction programme is being developed for the first three weeks of her employment during which she will meet key internal and external stakeholders, visit service delivery teams at sites across the county and start to familiarise herself with Kent and the County Council. To maximise the effectiveness of this induction period, David Cockburn will continue as interim Chief Executive (but not interim Head of Paid Service) until 4 July 2010.
5. Personnel Committee resolved that David Cockburn should undertake all the duties of Head of Paid Service as defined in the Constitution for the period 14 May to 6 June 2010. These are summarised as:
  - a. assuming overall corporate management and operational responsibility (including overall management responsibility for all staff)
  - b. the provision of professional advice to all parties in the decision making

- process (the executive, overview and scrutiny, full council and other committees)
- c. together with the Monitoring Officer, responsibility for a system of record keeping for all the local authority's decisions (executive or otherwise)
  - d. representing the council on partnership and external bodies (as required by statute or the council).
- 6 The Committee also resolved that as Interim Chief Executive from 14 May to 4 July 2010, Mr Cockburn would take responsibility for the day to day operation of the County Council, liaise with the Leader and Cabinet about the progress and development of key strategic initiatives during this interim period and direct the functions of the Chief Executive's office.

### **Recommendation**

5. The Council is therefore requested to endorse the recommendation of the Personnel Committee to appoint David Cockburn as the Council's interim Chief Executive from 14 May to 4 July 2010 (including as interim Head of Paid Service from 14 May to 6 June 2010) to undertake the responsibilities and under the terms outlined above.

Amanda Beer  
Director of Personnel & Development  
Ext 4136