

Appendix B: Comments from the Overview and Scrutiny Committee

Comment from Committee	Reasons from the Committee	Executive Member/Officer Comment	Recommended Action
To include reference to Councillors in the scope of the policy.	So that Councillors are included in the policy and aware of their responsibilities.	Following consultation with the Information Governance and Data Protection Manager, the Executive Member supported the recommendation.	To note 'councillors' in the scope of the policy and throughout wherever responsibilities are noted.
Unclear on the use of 'information' in paragraph 18.1.6 in reference to 'Information Society Services'. It was suggested 'information' is removed.	So that it is clear the requirement is only in reference to personal data and not wider information.	Following consultation with the Information Governance and Data Protection Manager, the Executive Member supported the recommendation.	To remove 'information' from paragraph 18.1.6
That the Data Retention Policy is linked to this policy in paragraph 25.2	So that further information on personal data retention is easily available.	Following consultation with the Information Governance and Data Protection Manager, the Executive Member supported the recommendation.	To add a hyperlink to the Data Retention Policy in paragraph 25.2