



COTSWOLD
DISTRICT COUNCIL

Thursday, 22 September 2022

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CABINET

A meeting of the Cabinet will be held at CDC Trinity Road, Cirencester, GL7 1PX on
Monday, 3 October 2022 at 6.00 pm.

Rob Weaver
Chief Executive

To: Members of the Cabinet
(Councillors Rachel Coxcoon, Tony Dale, Andrew Doherty, Mike Evemy, Jenny Forde, Joe Harris, Juliet Layton and Lisa Spivey)

Recording of Proceedings – The law allows the public proceedings of Council, Cabinet, and Committee Meetings to be recorded, which includes filming as well as audio-recording. Photography is also permitted.

As a matter of courtesy, if you intend to record any part of the proceedings please let the Committee Administrator know prior to the date of the meeting.

AGENDA

1. **Apologies**
2. **Declarations of Interest**
To receive any declarations of interest from Members and Officers, relating to items to be considered at the meeting.
3. **Minutes (Pages 5 - 10)**
To approve the minutes of the meeting of the Committee held on 5th September 2022.
4. **Chair's Announcements (if any)**
5. **Public Questions**
To deal with questions from the public within the open forum question and answer session of fifteen minutes in total. Questions from each member of the public should be no longer than two minutes each and relate issues under the Committee's remit.
6. **Member Questions**
To deal with written questions by Members, relating to issues under the Committee's remit, with the maximum length of oral supplementary questions at Committee being no longer than one minute. Responses to any supplementary questions will be dealt with in writing if they cannot be dealt with at the meeting.
7. **Data Retention Policy (Pages 11 - 30)**
Purpose
This report seeks approval for an updated Data Retention Policy to ensure compliance with the Council's statutory obligations whilst at the same time being open and transparent in relation to records management.

Recommendation(s)
That Cabinet approve the Data Retention Policy attached at Annex A
8. **Cabinet/Scrutiny Protocol - draft for consideration by the Cabinet (Pages 31 - 40)**
Purpose
Modernising the Constitution

Recommendation(s)
Cabinet and the Overview and Scrutiny Committee are recommended to:
 - Endorse the Executive/Scrutiny Protocol attached at Annex A
 - Recommend to the Council that the Protocol be approved for inclusion in the Constitution.

9. **Draft Q1 Financial and Performance Report (Pages 41 - 126)**

Purpose

To provide an update on progress on the Council's priorities and service performance
To provide information on the Council's financial position

Recommendation(s)

That Cabinet:

(a) Reviews overall progress on the Council priorities, service delivery and financial performance for 2022-23 Q1;

(b) Agrees and recommends to Full Council that following a successful bid for funding from the Department of Levelling Up Housing and Communities, the 2022-23 capital programme is adjusted to include a budget of £162,500 to install four accessible 'Changing Places' toilets across the district for people with severe disabilities.

10. **Schedule of Decisions taken by the Leader of the Council and/or Individual Cabinet Members**

There are no decisions for Cabinet to note.

11. **Issue(s) Arising from Overview and Scrutiny and/or Audit**

No issues advised in advance from the Overview and Scrutiny Committee or the Audit Committee.

(END)