

**SUMMARY**  
**THE NATIONAL ARCHIVES**  
**RECORDS DECISION PANEL, 26<sup>th</sup> February 2009**

**Central Government Department Appraisal Report: HM Treasury 1997-2004**

The Information Management Consultant (IMC) for Her Majesty's Treasury (HMT) introduced this paper, saying it should be viewed by the Panel as a pilot. It was still in draft form but there were two points to highlight before it came back to a subsequent Panel meeting. Firstly, an understanding was required of how HMT's Electronic Document Records Management system, Panagon, worked along with the functional acronyms; and how the key functions represented by the acronyms could be selected from the file plan. Secondly there was a question over selection of documents that reflected bilateral spending discussions between HMT and individual spending departments from 1975 onwards. The Head of Supervision and Selection welcomed the paper but said that there was work to be done on it before it came back to the Panel. It was agreed that for pre-Panagon bilateral files The National Archives would continue to follow the published Operational Selection Policy (OSP), so the HMT file would be kept. For Panagon bilateral files, the Panel would discuss the options for where to keep them at the future meeting.

**Appraisal Report - Food Standards Agency (FSA)**

The IMC for FSA introduced this paper, saying it was still in draft form. He explained that all FSA's dealings were published and the work was essentially science-based and committee based including external academic work. It was agreed this was a model example of an appraisal report, and it was to come back to the March/April 2009 meeting of the Panel after it had been completed.

**Date of next meeting**

The next meeting was to be held on 26<sup>th</sup> March 2009 at 10.30am.