



The National Archives

Summary of meeting

Records review panel

19 March 2008

Table of Consultation Responses for Operational Selection Policies (OSPs) 43 Competition Case Files and 47 Water Services Regulation Authority (OFWAT)

The records review panel agreed that infringement/non infringement decisions made by the Office of Fair Trading under the Competition Act 1998 were outside the remit of this OSP and so should not be included. Both were now ready to go out as published OSPs.

Records of the Accountant-General of the Court of Chancery

The Information Management Consultant (IMC) for the Court Service (CS) introduced this paper, asking the panel to consider making a full selection of records from 1726 – 1842, as opposed to the previously agreed date of 1726 - 1825, and recommended taking the main balances of accounts and carryings over with their indexes from 1843 onwards. It was agreed that no illustrative example records were to be selected from 1843 onwards of records not selected for preservation. The IMC for CS continued by explaining that some records in the period 1726-1842 were missing, and TNA would be selecting 43 per cent of the existing total. The IMC would liaise with Ministry of Justice (MoJ) and cataloguing experts at The National Archives on the cataloguing of the selected records.

Files of the Dissolved Companies (BT31) on microfiche – proposal that microfiche be transferred

The IMC for the Department for Business Enterprise and Regulatory Reform (BERR) introduced this item, asking if The National Archives could transfer the fiche in the polyester see-through envelopes as they currently stood rather than having them scanned. Providing The National Archives could be assured of preservation the main

concern would be over security of the fiches. The panel agreed to liaise with the Collection Care department.

Any other business

The Head of Academic Liaison said that she would talk to colleagues about the new academic liaison strategy. The Head of Records Management & Cataloguing Department (RMCD) drew the panel's attention to the proposal that there should be a records review panel Open Day, and there would be a meeting to discuss this further. The Head of Collection Care and the department of Advice and Records Knowledge (ARK)'s Contemporary Records Specialist were to be invited to future panel meetings.

Date of next meeting

The next meeting was to be held on 19 April 2008 at 16:00.