



The National Archives

Summary of meeting

Records review panel

23 January 2008

Operational Selection Policy (OSP) No. 43 - Competition Case Files

The Information Management Consultant (IMC) for Department for Business Enterprise and Regulatory Reform (BERR) introduced this item, explaining that a generic OSP had been envisaged to cover the Regulators. In fact a pilot OSP had been written for the Water Services Regulation Authority (OFWAT) which might act as a model for other Regulators. A summary of the Panel of Experts' views would be included as an appendix to this OSP and it would go out to consultation with the Appraisal Report below.

Operational Selection Policy (OSP) No. 47 - Appraisal Report: Water Service Regulation Authority (OFWAT) - Paper and Electronic Records 1989 - 2010

The IMC for the Office of Water Services (OFWAT) introduced this paper, confirming that the website would capture virtually everything. Financial modelling material would also be taken. He also confirmed that this Appraisal Report would be provisional until OFWAT's Information Management Projects had matured. The Panel agreed that this Appraisal Report could go out to consultation with the OSP above.

Any other business Paper on Exhibits contained in Court Files

The IMC for The Court Service introduced this item, drawing to the Panel's attention the need for The National Archives to have a policy on court exhibits. The Panel agreed that the transferring department should remove the exhibits from the court files before they came to The National Archives and insert a dummy showing what had been removed. However, if the need arose, there should be a process in place for dealing with any exhibits that did come to The National Archives.

Date of next meeting

The next meeting was to be held on 19 March 2008 at 10:30.