

SUMMARY
THE NATIONAL ARCHIVES
RECORDS DECISION PANEL, 26th March 2009

Ordnance Survey (OS) Public Boundary Archive

The Information Management Consultant (IMC) for OS presented the Public Boundary Archive template to the Panel. These records are already noted on TNA research guides as being selected and retained by OS, so the paper brought to Panel was mainly to confirm this known awaited transfer. The Panel confirmed the previous decision to acquire the OS Public Boundary Archive.

Regional Development Agencies (RDAs) draft generic appraisal report

The IMC for Business, Innovation and Skills introduced this draft generic appraisal report asking the Panel, as she had been dealing direct with the agencies themselves, whether these records might be of more local rather than national interest and whether as a result they should be stored locally. The Panel agreed that as RDA policy records were a national set, and these records were a way of understanding that set, they should be held at a national level.

General Register Office (GRO) case files relating to birth registration

The IMC for ONS introduced this paper, recommending that all case files relating to any aspect of birth should be retained in the department for as long as there is a business need or 100 years. Once these case files reached 30 years old an application to the Lord Chancellor's Advisory Council for Public Records should be made to retain the files at GRO on a 10 year basis to fulfil business purposes. Furthermore, with regard to abandoned child/foundling registration, it was agreed that the 2002 Panel decision should stand. The Panel agreed that Blocked Entry and Fresh Registration certificates should not come to The National Archives. It was also agreed that Precedent files would provide appropriate examples of case files and it was agreed that these should be reviewed by GRO and key cases identified for transfer to The National Archives whilst all other categories of case files relating to birth and not covered above should be destroyed once the business need had ceased. GRO were to keep a detail of all files destroyed and when.

Records and grey literature of the Judicial Committee of the Privy Council (JCPC)

The IMC for the Court Service introduced these items which were not Public Records as they were not listed in the list of courts. They were bound volumes of printed transcripts but were not necessarily published beyond the confines of JCPC. There was over 250 metres worth which JCPC needed to transfer quickly as they were moving to the Supreme Court in July/August 2009. Unless the British Library confirmed that they held a copy of these records, the Panel agreed that they should be accessioned by The National Archives.

Consultation feedback log for Operational Selection Policy (OSP) number 48 on Case Files

The Panel were content for the policy to be revised on the basis of the comments received and could then be published with no further need for it to come before the Panel.

Date of next meeting

The next meeting was to be held on 1st October 2009 at 3.00pm.