

## Legacy

The number of records up to and including 1988 that are overdue for review, transfer or disposal

### A. Records still to be reviewed for permanent preservation or disposal\*

This excludes records already selected or awaiting disposal.

- |  |                                 |
|--|---------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="80"/> |
| 2. Records retained by means of an LCI | <input type="text" value="0"/>  |

### B. Records selected for transfer\*

This is the number of records already selected (at the time of reporting) for transfer to The National Archives.

- |  |                                 |
|--|---------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="81"/> |
| 2. Records retained by means of an LCI | <input type="text" value="25"/> |

### C. Records awaiting disposal\*

- |  |                                |
|--|--------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="0"/> |
| 2. Records retained by means of an LCI | <input type="text" value="6"/> |

### D. Total Records held for this period\*

(A+B+C =D)

**Records planned for transfer \***

This is the number of records planned for transfer to The National Archives by 31 December 2016, as agreed with The National Archives.

### Explanatory comments - legacy

If you do not wish to add any, enter 'n/a'

We are retaining 31 files under LCI as they are needed for ongoing business use

## In-year (2016)

Number of records from 1989 - 1990 due for review, transfer or disposal by end of 2016

### A. Records still to be reviewed for permanent preservation or disposal\*

This excludes records already selected or awaiting disposal.

1. Records not covered by an LCI

31

2. Records retained by means of an LCI

0

### B. Records selected for transfer\*

This is the number of records already selected (at the time of reporting) for transfer to The National Archives.

1. Records not covered by an LCI

38

2. Records retained by means of an LCI

0

### C. Records awaiting disposal\*

1. Records not covered by an LCI

0

2. Records retained by means of an LCI

0

### D. Total Records held for this period\*

(A+B+C=D)

69

Records planned for transfer \*

25

This is the number of records planned for transfer to The National Archives by 31 December 2016, as agreed with The National Archives.

### Explanatory comments – In-year (2016)

If you do not wish to add any, enter 'n/a'

n/a

## Next-year (2017)

Number of records from 1991 - 1992 due for review, transfer or disposal by end of 2017

### A. Records still to be reviewed for permanent preservation or disposal\*

This excludes records already selected or awaiting disposal.

- |  |                                  |
|--|----------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="251"/> |
| 2. Records retained by means of an LCI | <input type="text" value="0"/>   |

### B. Records selected for transfer\*

This is the number of records already selected (at the time of reporting) for transfer to The National Archives.

- |  |                                 |
|--|---------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="19"/> |
| 2. Records retained by means of an LCI | <input type="text" value="2"/>  |

### C. Records awaiting disposal\*

- |  |                                |
|--|--------------------------------|
| 1. Records not covered by an LCI       | <input type="text" value="1"/> |
| 2. Records retained by means of an LCI | <input type="text" value="0"/> |

### D. Total Records held for this period\*

(A+B+C=D)	<input type="text" value="273"/>
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### Records planned for transfer \*

<input type="text" value="50"/>
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This is a forecast of how many records, of the total in this period, will be transferred to The National Archives by 31 December 2016

### Explanatory comments – Next-year (2016)

If you do not wish to add any, enter 'n/a'

We are retaining 2 files under LCI as they are needed for ongoing business use
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