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**Media release – for immediate release**

## **Archives NZ developing framework for disposing of District Health Board records**

**Archives New Zealand is developing a general disposal authority in conjunction with District Health Boards about when and how to dispose of their records once they are no longer required.**

A general disposal authority is a legal authority issued by the Chief Archivist under the Public Records Act 2005. It identifies generic types of records created across organisations and authorises disposal actions on them.

Under the Public Records Act 2005, any records or health information made or received by District Health Boards are public records and come under the Act. The Act focuses on supporting good government recordkeeping, as well as on controlling the disposal of records and facilitating access to archives.

Archives New Zealand is working with District Health Boards to develop a draft framework to assist in developing recommendations for which clinical and non-clinical District Health Board records should be retained or destroyed – and when.

The outcome of the project will be a draft General Disposal Authority, which will include disposal recommendations for most District Health Board records. The public and other stakeholder groups can then comment on the recommendations prior to authorisation by the Chief Archivist.

Access to District Health Board records will continue to be determined by District Health Boards and the Ministry of Health in accordance with provisions in the Privacy Act and the Health Information Privacy Code. The Public Records Act does not override these provisions.

The project is scheduled to be largely completed by the end of June this year. Further information and regular updates about this project will be available on Archives New Zealand's website [www.archives.govt.nz](http://www.archives.govt.nz)

**For more information contact**

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**Background information**

Archives New Zealand

- “Public record” refers to records that have been created or received by a public office i.e. government departments, SOEs etc. It does not necessarily mean that the records are available to the public.
- “Disposal” refers to the final decision concerning the fate of records, e.g. destruction or transfer to archives.