

Appraisal Report Extension to an Existing Disposal Authority

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Agency	Ministry of Transport
Contact Name and Details	[Details removed]
Date	17 December 2018
Disposal Authority to be extended	DA 319 (expires February 2019)

Purpose/Circumstances
<p>The Ministry of Transport is requesting an extension to our current Disposal Authority, DA 319. The authority was first approved in December 2007 and a year long extension granted in November 2017.</p> <p>This extension was requested as our ability to deliver key projects, including reviewing the disposal authority, had been affected by a number of significant challenges that the Ministry had faced over the previous 18 months. The schedule currently expires in February 2019 and work on a replacement authority is now fully under way. We are in the process of external consultation and expect to have a draft to Archives New Zealand by February 2019 for approval.</p> <p>We are requesting a further extension to our existing authority. This will ensure that we have time to complete the required consultation including the Archives New Zealand review, intention to dispose, and approval processes.</p>
Description
DA319 covers all records created by the Ministry of Transport in carrying out its functions, and

those of predecessor agencies still in the custody of the Ministry.

The Ministry is requesting a 2 year extension from the expiry date of the existing schedule (8 February 2019) to 8 February 2021.

Justification

The requested extension of DA319 will allow the Ministry adequate time to complete the required consultation on its new disposal authority. It will also allow time for Archives New Zealand to complete the required review and approval processes.

If the extension is approved it will enable us to continue to dispose of core records under DA 319 during the review period. We will also continue to dispose under the General Disposal Authorities (GDA6, 558 and GDA7, 576).