

# Appraisal Report Amendment to an Existing Disposal Authority

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<b>Agency</b>	Creative New Zealand – Arts Council of New Zealand
<b>Contact Name and Details</b>	<i>[Name removed]</i>
<b>Date</b>	21 April 2015
<b>Disposal Authority to be changed</b>	DA445

<b>Purpose/Circumstances</b>
<p>In 2011 an ongoing retention and disposal schedule was approved by Archives New Zealand. The electronic records were not considered as part of this authority, DA445, with the intention that once the hard copy records had been appraised and archived the electronic records would be considered.</p> <p>A split transfer W5768 was made on 6 August 2012 and 30 September 2013.</p> <p>The first part of the transfer included hard copies of successful grants made between 1995 and 2000.</p> <p>A database that contains a summary of the information contained within the grants files is due for retirement and is to be superseded by an Electronic Content Management System.</p> <p>A Reporting Programme is to be used to enable sentencing of future records.</p>

## Description of Amendment

Proposed changes to a current **scope** effective from 2015 to include all electronic records.

## Appendices

Current Retention and Disposal Schedule Report for Creative New Zealand and Disposal Schedule: reference 2010/3222 expiry date 7/04/2021