

State Records Authority of New South Wales

General Retention and Disposal Authority: GA41

Energy generation, supply and retail operations (transfer of ownership of records)

This general retention and disposal authority is approved under section 21(2)c of the *State Records Act 1998* following prior approval by the Board of the State Records Authority of New South Wales in accordance with section 21(3) of the Act.

State Records Authority of New South Wales
General Retention and Disposal Authority

Authority no GA41

SR file no 11/0059

Scope This authority applies to records relating to energy generation, supply and retail operations.

Public office Energy services corporations established under the *Energy Services Corporations Act 1995*.

Approval date

Alan Ventress
Director
State Records Authority of New South Wales

25/02/2011

Date

About the General Retention and Disposal Authority

Purpose of the authority

The purpose of this general retention and disposal authority is to provide approval for the transfer of ownership of certain records as required as part of the sale of State owned energy services businesses and assets.

The approval for disposal given by this authority is given under the provisions of the *State Records Act 1998* only and does not override any other obligations of an organisation to retain records.

Implementing the authority

This general retention and disposal authority covers records controlled by the public office and applies only to the records or classes of records described in the authority. Where possible copies of records should be provided to the new owner. Where this is not feasible, transfer of ownership of certain original records is permitted under this authority. Where ownership of records is transferred appropriate provisions should be made to enable access if required under any NSW legislation.

Amendment and review of this authority

State Records must approve any amendment to this authority. Public offices that use the authority should advise State Records of any proposed changes or amendments to the authority.

Contact Information

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General Retention and Disposal Authority
Energy generation, supply and retail operations (Transfer of ownership of records)

Authority number: GA41

Dates of coverage: Open

No	Description	Disposal Action
1	<p>Records relating to the generation, supply and retail of energy, and associated activities, which are required by the new owners to continue to develop and operate those businesses, excepting:</p> <ul style="list-style-type: none"> • records relating to the sale process and any exempted categories of documents or records identified in the sale contract • records required as State archives • records relating to personnel, workers compensation, occupational health and safety, environmental hazards or contaminated sites, financial management, legal matters, strategic management, corporate governance, government relations, formal inquiries, audits or compliance or where liabilities remain with the NSW Government or controlled entities, and • records that may be the subject of current and ongoing legal proceedings to which the State continues to be party or access requests under applicable NSW legislation. 	<p>Transfer ownership to new owner as required.*</p>

* **Note:** Where possible copies of records should be provided. Where this is not feasible, transfer of ownership of original records is permitted. Where ownership of records is transferred appropriate provisions should be made to enable access if required under any NSW legislation.