

Reference	Description	Statutory Provisions	Retention Period	Action at End of Retention	Contains Personal Information	Indicative Protective Marking	Notes	Secondary Reference
FN1	Budget							
FN1.1	Budget Plan							
FN1.1.1	Public consultation on budget plans for forthcoming year		Retain from year records created for 3 years	SECURE DISPOSAL	N	OFFICIAL		
FN1.1.2	Publication of spending plans		Retain from year records created	SECURE DISPOSAL	N	NOT PROTECTIVELY		
FN1.2	Council Expenditure							
FN1.2.1	Expenditure made by the council including invoices, purchase orders, etc.	HMRC - Compliance Handbook Manual CH15400	Retain from year records created for 6 years	SECURE DISPOSAL	N	OFFICIAL		
FN1.2.2	Publication of details of council expenditure		Retain from year records created	SECURE DISPOSAL	N	NOT PROTECTIVELY		
FN2	Financial Transparencies							
FN2.1	Transparency of Accounts							
FN2.1.1	Publication of council accounts	Local Governance Finance Act 1992	Retain from year records created	Offer to Archives	N	NOT PROTECTIVELY		
FN2.2	Transparency of							
FN2.2.1	Transparency of senior salaries		Retain from year records created	Offer to Archives	N	NOT PROTECTIVELY		HP5.1.5
FN3	Service Delivery Consultation							CM3.1

Y	OFFICIAL
N	OFFICIAL - SENSITIVE
	NOT PROTECTIVELY MARKED