
Re: Freedom of Information Request – Internal Archive Index, Catalogues and Records Management Information

From Information Boundary Commission for England <information@boundarycommissionengland.gov.uk>

Date Tue 21/07/2026 10:32

To [REDACTED]

 1 attachment (18 KB)

Boxes according to Restore October 2025.xlsx;

OFFICIAL SENSITIVE

Dear [REDACTED]

BCE-FOI-2026-07

Thank you for your email request for information to the Boundary Commission for England (BCE) on 11 July 2026, which has been considered under the terms of the Freedom of Information Act (FOIA) 2000.

In your request for information you asked:

1. Please confirm whether the Boundary Commission for England maintains an internal archive, historical records repository, or any other collection of records that have not yet been transferred to The National Archives.
2. If such an archive or repository exists, please provide copies of, or access to, any archive catalogue, archive index, accession register, inventory, file list, finding aid, or similar document used to identify, organise or retrieve records held within that archive.
3. If no formal archive exists, please provide copies of any records classification scheme, file plan, records index, or equivalent documentation used to organise the Commission's historical and current records.
4. Please state whether any records have been identified for future transfer to The National Archives. If so, please provide any transfer lists, inventories, or schedules relating to those records.
5. Please provide copies of the Commission's current records retention and disposal schedule(s), together with any archival or preservation policy governing the retention, review, or transfer of records.
6. If any of the information requested is already publicly available, I would be grateful if you could direct me to the relevant publication or provide the relevant links.

Our response:

The Boundary Commission for England does maintain a small archive of material. The archive catalogue is attached, which includes our retention and disposal schedule.

One item has been identified for future transfer to The National Archive, as described in the attached catalogue.

We do not have an archival or preservation policy.

Under the provisions of the FOIA, if you are dissatisfied with the response provided you may wish to ask for an internal review. If this situation arises you should write to:

The Acting Secretary
Boundary Commission for England
2 Marsham Street
London
SW1P 4DF

Email: information@boundarycommissionengland.gov.uk

If you are not content with our response following an internal review, you may apply directly to the Information Commissioner for a decision. Generally, the Information Commissioner cannot make a decision unless you have exhausted the complaints procedure provided by the BCE. The Information Commissioner can be contacted at:

The Office of the Information Commissioner
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Kind regards

[Redacted signature]

[Redacted name]



Boundary Commission for England
2 Marsham Street | London | SW1P 4DF
t: 0303 445 1102
e: information@boundarycommissionengland.gov.uk
w: boundarycommissionforengland.independent.gov.uk



OFFICIAL-SENSITIVE

From: [Redacted]

Sent: 11 July 2026 16:17

To: Information - Boundary Commission for England <information@boundarycommissionengland.gov.uk>

Subject: Freedom of Information Request – Internal Archive Index, Catalogues and Records Management Information

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Dear Freedom of Information Officer,

I am writing to make a request for information under the Freedom of Information Act 2000.

I would be grateful if you could provide the following information relating to the Boundary Commission for England's internal archival and records management arrangements.

1. Please confirm whether the Boundary Commission for England maintains an internal archive, historical records repository, or any other collection of records that have not yet been transferred to The National Archives.
2. If such an archive or repository exists, please provide copies of, or access to, any archive catalogue, archive index, accession register, inventory, file list, finding aid, or similar document used to identify, organise or retrieve records held within that archive.
3. If no formal archive exists, please provide copies of any records classification scheme, file plan, records index, or equivalent documentation used to organise the Commission's historical and current records.
4. Please state whether any records have been identified for future transfer to The National Archives. If so, please provide any transfer lists, inventories, or schedules relating to those records.
5. Please provide copies of the Commission's current records retention and disposal schedule(s), together with any archival or preservation policy governing the retention, review, or transfer of records.
6. If any of the information requested is already publicly available, I would be grateful if you could direct me to the relevant publication or provide the relevant links.

If any part of this request is considered likely to exceed the appropriate cost limit under section 12 of the Freedom of Information Act 2000, please treat this request as seeking those parts that can be answered within the cost limit and provide advice and assistance under section 16 as to how any remaining parts may be refined.

I look forward to your response within the statutory time limit.

Kind regards...

