

Service name	Records description	Legislation name	Retain permanently	Start event	Retention period (years)	Retention period (months)	Retain until
Safeguarding vulnerable adults	All records relating to the safeguarding of vulnerable adults	Limitation Act 1980 (Section 2)	FALSE	Date incident resolved	6	0	
Safeguarding vulnerable adults	All records relating to Multi Agency Risk Assessment Conference (MARAC)	Limitation Act 1980 (Section 2)	FALSE	Year records created	6	0	
Safeguarding children grants	All records relating to information provided about Safeguarding children grants		FALSE	This would be an dynamic document which is constantly updated	0	0	
Safeguarding adults board	All records relating to the provision of a safeguarding adults board	Limitation Act 1980 (Section 2)	FALSE	Current year + 6 years then review	6	0	