

Documents/Records Produced	Advised Retention Period	Retention Trigger	Basis for Decision/Retention Source
Fraud/Corruption	7 years (from investigation closure date)	Case Closure	Limitations Act 1980 Fraud Act 2006.
Sexual Exploitation & Abuse	20 years (from investigation closure date)	Case Closure	Limitations Act 1980 Sexual Offences Act 2003
Health & Safety (Bullying/Harassment/Code of Conduct etc.)	6 years	Last Action	Limitation Act 1980 Health and Safety at Work Act 1974
Health Records	40 years	Last Action	Health and Safety at Work Act 1974
Whistleblowing (Reports and documents linked to an investigation which is partially or wholly substantiated)	6 months	Following the outcome of the report or any remedial action taken because of the report	Public Interest Disclosure Act 1998 Employment Rights Act 1996
Whistleblowing (Documents linked to an entirely unsubstantiated claim)	Remove immediately any personal data	N/A	N/A