

# **PUBLIC RECORDS (SCOTLAND) ACT 2011**

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## **EXPLANATORY NOTES**

### **SUMMARY OF THE ACT**

#### **Part 1 – Records Management Plans**

##### ***Section 9 - Guidance***

34. This section allows the Keeper to provide further guidance to authorities on their obligations under Part 1 of the Act and requires authorities to have regard to such guidance. Such guidance would be in addition to the guidance about the form and content of records management plans which the Keeper is obliged to issue under section 1(4). Subsection (2) allows the Keeper to issue different guidance in relation to different authorities, for instance taking into account the nature of the functions they perform.
35. Before issuing guidance, the Keeper must consult authorities affected by the guidance and such other persons as appropriate and must have regard to any views they express (subsection (3)).