



# Public Records Act 1958

1958 CHAPTER 51 6 and 7 Eliz 2

## 2 The Public Record Office.

- (1) The [<sup>F1</sup>Secretary of State] may appoint a Keeper of Public Records to take charge under his direction of the Public Record Office and of the records therein and may, with the concurrence of the Treasury as to numbers and conditions of service, appoint such other persons to serve in the Public Record Office as he may think fit.
- (2) The Keeper of Public Records and other persons appointed under this Act shall receive such salaries and remuneration as the Treasury may from time to time direct.
- (3) It shall be the duty of the Keeper of Public Records to take all practicable steps for the preservation of records under his charge.
- (4) The Keeper of Public Records shall have power to do all such things as appear to him necessary or expedient for maintaining the utility of the Public Record Office and may in particular—
  - (a) compile and make available indexes and guides to, and calendars and texts of, the records in the Public Record Office;
  - (b) prepare publications concerning the activities of and facilities provided by the Public Record Office;
  - (c) regulate the conditions under which members of the public may inspect public and other records or use the other facilities of the Public Record Office;
  - (d) provide for the making and authentication of copies of and extracts from records required as evidence in legal proceedings or for other purposes;
  - (e) accept responsibility for the safe keeping of records other than public records;
  - (f) make arrangements for the separate housing of films and other records which have to be kept under special conditions;
  - (g) lend records, in a case where the [<sup>F2</sup>Secretary of State] gives his approval, for display at commemorative exhibitions or for other special purposes;
  - (h) acquire records and accept gifts and loans.
- (5) The [<sup>F3</sup>Secretary of State] may by regulations made with the concurrence of the Treasury and contained in a statutory instrument prescribe the fees which may be charged for the inspection of records under the charge of the Keeper of Public Records,

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*Changes to legislation: There are currently no known outstanding effects for the Public Records Act 1958, Section 2. (See end of Document for details)*

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for authenticated copies or extracts from such records and for other services afforded by officers of the Public Record Office and authorise the remission of the fees in prescribed cases.

(6) Fees received under the last foregoing subsection shall be paid into the Exchequer.

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**Textual Amendments**

- F1** Words in s. 2(1) substituted (9.12.2015) by [The Transfer of Functions \(Information and Public Records\) Order 2015 \(S.I. 2015/1897\)](#), art. 1(2), **Sch. para. 1(3)(c)**
- F2** Words in s. 2(4)(g) substituted (9.12.2015) by [The Transfer of Functions \(Information and Public Records\) Order 2015 \(S.I. 2015/1897\)](#), art. 1(2), **Sch. para. 1(3)(c)**
- F3** Words in s. 2(5) substituted (9.12.2015) by [The Transfer of Functions \(Information and Public Records\) Order 2015 \(S.I. 2015/1897\)](#), art. 1(2), **Sch. para. 1(3)(c)**
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**Modifications etc. (not altering text)**

- C1** S. 2(1)(4)(g): transfer of functions (9.12.2015) by [The Transfer of Functions \(Information and Public Records\) Order 2015 \(S.I. 2015/1897\)](#), arts. 1(2), **6(1)(a)**, (2)(b) (with art. 7)
- C2** S. 2(5): transfer of functions (9.12.2015) by [The Transfer of Functions \(Information and Public Records\) Order 2015 \(S.I. 2015/1897\)](#), arts. 1(2), **6(1)(a)**, (2)(b) (with art. 7)

**Changes to legislation:**

There are currently no known outstanding effects for the Public Records Act 1958, Section 2.