

[Home](#) > [Your Council](#) > [Transparency and open data](#) > [Data protection](#) > [Retention schedule](#)

Retention schedule

Last Modified July 23, 2025



Corporate retention schedule

This corporate retention schedule has been drafted in order to assist the council in its ongoing compliance with the Freedom of Information Act 2000, the Data Protection Act 2018 and the General Data Protection Regulation (EU), Environmental Information Regulations and related information legislation.

Our corporate retention schedule is now held in sections as shown below for ease of searching.

To enable compliance with information related legislation, the council needs to know where all its information is, how long it should be kept for and what reasons we are keeping it for, along with a well-managed corporate disposal policy.

The schedule is a 'living document' that will be amended and modified as and when retention details change, new information is obtained, or regulations and legislation that govern information and its use are introduced or changed

- [Corporate retention schedule introduction \[PDF 676KB\]](#)

Individual service retention schedules

- [Adult services retention schedule](#)
- [Children's services retention schedule](#)
- [Communication and regeneration](#)
- [Community and environmental services retention schedule](#)
- [Corporate delivery unit retention schedule](#)
- [Education retention schedule](#)
- [Governance and partnerships retention schedule](#)
- [HeadStart retention schedule \[PDF 360KB\]](#)
- [HR retention schedule](#)
- [Public health retention schedule](#)
- [Resources retention schedule](#)

[↑ Back to top](#)

Blackpool Council

Municipal Buildings
Corporation Street
Blackpool
FY1 1NF

Information and help

[Accessibility](#)
[Contact us](#)
[Privacy and cookies](#)
[Terms and conditions](#)
[Blackpool Council companies](#)

Find my nearest

Enter your postcode to find your nearest schools, council services and more

Enter postcode

search

Stay upto date

Follow us

Sign up to our regular newsletters

