

REPORT TO THE Final Accounts and Audit Committee

Report No.7

Date of Meeting	26/02/07
Title of Report	Data Quality Strategy
Link to Corporate Priorities	No direct link to Corporate plan.
Public Report	Yes

Summary of Report

This report presents a draft Data Quality Strategy for approval. It describes how the Strategy was developed, how it will be implemented, and how this Committee will oversee it.

Officer Recommendations

That the draft Data Quality Strategy is approved.

Other than those implications agreed with the relevant Officers and referred to below, there are no other implications associated with this report.

Financial Implications	Legal Implications	Community & Environmental Implications	Human Resources Implications	Equality & Diversity Implications
None	None	None	None	None

Contact Officer	Graham Wilkie Performance Management Officer 01249 706614 gwilkie@northwilts.gov.uk
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1. Introduction

- 1.1 This report presents a draft Data Quality Strategy for approval. It describes how the Strategy was developed, how it will be implemented, and how this Committee will oversee it.
- 1.2 Good quality data is essential for reliable performance information, which is used to manage services, inform decision-making, set priorities and assign resources.
- 1.3 The aim of this strategy is to set out a clear framework for securing a high standard of data quality within North Wiltshire District Council, thus ensuring all information is accurate, timely and reliable.

2. Options and Options Appraisal

- 2.1 Option 1: That the draft Data Quality Strategy is approved.
- 2.2 Option 2: That an alternative data quality strategy and approach is used.

3. Background Information

- 3.1 In May 2006, the Audit Commission issued new Key Lines of Enquiry (KLOE) in relation to data quality. The Council's data quality arrangements are reviewed by the Audit Commission against the requirements set out in the KLOE.
- 3.2 For 2005/06, the Council's management arrangements for data quality were assessed as adequate with some elements of good practice in place, but room for improvement. Recommendations were made around the need for a corporate data quality strategy, clarifying roles and responsibilities in respect of data quality, introducing standards and systems to secure data quality, and communicating the Council's commitment to data quality.
- 3.3 This strategy will ensure the requirements outlined in the KLOE are met and the recommendations in the audit report are delivered.

4 Implementation

- 4.1 The data quality action plan at pages 6 – 7 clearly outlined how this strategy will be implemented and communicated.

5 Monitoring & Review

- 5.1 Data quality arrangements will be reviewed on an annual basis by the Audit Commission, following an internal audit of data quality arrangements and individual performance indicators. 20 days has been included in the Internal Audit Plan.
- 5.2 As detailed in the action plan (page 7) the Final Accounts and Audit Committee will review and approve of audit reports pertaining to data quality and review and approve the data quality strategy on an annual basis.

6 Implications

6.1 No implications identified

7 Risk Analysis

7.1 If robust data quality arrangements are not in place, we are at risk of using incorrect information that is used to manage services, inform decision-making, set priorities and assign resources. Failure to have robust arrangements in place will also negatively affect our Value for Money judgement and Comprehensive Performance Assessment rating.

Appendices:	<ul style="list-style-type: none">• 1. Data Quality Strategy 0.2 Draft• 2. Appendix 1 - PI Verification Sheet• 3. Appendix 2 - PI Guidance Notes for Officers
Background Documents Used in the Preparation of this Report:	<ul style="list-style-type: none">• Audit Commission Data Quality Key Lines of Enquiry• Audit Commission Data Quality and BVPP Audit Report, November 2006

Previous Decisions Connected with this Report

Report	Committee & Date	Minute Reference
None		