

Meeting: AUDIT COMMITTEE

Agenda Item:

Portfolio Area: Resources

5

Date: 23 September 2008

DATA QUALITY ACTION PLAN PROGRESS REPORT

(Policy, Performance and Partnerships)

NON-KEY DECISION

Author - Valerie Paddick Ext No. 2388
Contributors - Elaine Wright Ext No. 2192
Lead Officer - Celia Twomey Ext No. 2224
Contact Officer - Elaine Wright Ext No. 2192

1 PURPOSE

To advise Members on progress against the actions set out in the Data Quality Action Plan as appended to this report.

2 RECOMMENDATION

That Members note the progress against the actions set out in the Data Quality Action Plan.

3 BACKGROUND

3.1 The Audit Commission developed a new approach to the audit of performance indicators from 2005/06. The approach was revised slightly in 2006/07 and comprises three stages:

1. A review of overall management arrangements to secure data quality
2. An analytical review of BVPI and non-BVPI data
3. Spot checks of particular BVPIs for data quality.

3.2 Data quality management arrangements were assessed against key lines of enquiry over five themes.

- Governance and leadership

- Policies
- Systems and processes
- People and skills
- Data use and reporting

- 3.3 The analytical review of data assesses whether performance results are within expected ranges.
- 3.4 Data quality spot checks are completed for a selection of indicators to determine whether arrangements to secure data quality are delivering in practice.
- 3.5 In 2006/07, data quality spot checks were completed for indicators relating to Decent Homes, and composted waste.
- 3.6 The outcome of the audit contributes to the auditor's conclusion on arrangements to secure value for money and informs the Use of Resources assessment.
- 3.7 The Audit Commission report received for 2006/07 concluded that the Council's overall management arrangements for securing data quality are performing well.
- 3.8 As a result of the audit, the Audit Commission identified the Council's strengths, and areas for improvement.
- 3.9 An action plan addressing the recommendations in the report was agreed with the Audit Commission and reported to Members of this Committee on the 17 March 2008.

4 REASONS FOR RECOMMENDED COURSE OF ACTION AND OTHER OPTIONS

- 4.1 At the Audit Committee meeting on 17 March 2008, officers agreed to monitor the Data Quality Action Plan on a monthly basis and report progress to the Committee on a six monthly basis.
- 4.2 The action plan in Appendix A sets out:
- The recommendations made by the Audit Commission
 - Priority assigned by the Audit Commission
 - A reference to the appropriate data quality objective
 - Actions agreed to address with responsible officer assigned
 - Milestone for completion and progress to end August 2008

5 IMPLICATIONS

5.1 Financial Implications

There are no direct financial implications within the recommendations of this report.

5.2 Legal Implications

There are no legal implications to the report recommendations.

5.3 Policy Implications

The Data Quality Review contributes to the Audit Commission conclusion on arrangements to secure value for money and informs the Use of Resources assessment.

5.4 Other Corporate Implications

Arrangements to secure data quality require explicit referral in the Council's Corporate Plan.

5.5 Other Implications

Delivery of the Data Quality Action Plan will require the commitment of all services.

BACKGROUND DOCUMENTS

- Stevenage Borough Council Data Quality Policy - copy held in Members library.
- Audit Commission Data Quality Report 2007/08.

APPENDICES

- Appendix A : Data Quality Action Plan