

**BROMSGROVE DISTRICT COUNCIL**

**20 NOVEMBER 2007**

**PERFORMANCE MANAGEMENT BOARD**

**PROGRESS UPDATE ON DATA QUALITY STRATEGY ACTION PLAN**

Responsible Portfolio Holder	Councillor Roger Hollingworth Leader of the Council
Responsible Head of Service	Hugh Bennett Assistant Chief Executive

**1. SUMMARY**

To report to PMB on the progress on implementation of the Data. Quality Strategy Action plan.

**2. RECOMMENDATIONS**

2.1 That the Board notes the attached update on the Data Quality Strategy Action Plan and makes any recommendations it deems appropriate.

**3. BACKGROUND**

3.1 The Data Quality Strategy was submitted to PMB in May of this year and was subsequently approved at July Cabinet. At the PMB meeting members asked for a six month update on the action plan.

**4. DATA QUALITY STRATEGY ACTION PLAN**

4.1 Due to capacity issues in the Corporate Communications, Policy and Performance Team and a delay in agreeing the content design of the training, it proved not to be possible to run the training course in quarter 2 as was initially planned. The completion of the training is a key component of the action plan on which a number of other actions depend. As a consequence those other actions are now running behind original schedule. The training has now been firmly scheduled for dates in November and development of the course and course booking is well underway. Once the training has been completed it is then planned to complete the remaining activities in quarter 4, following a review of the action plan (see section 4.2). Appendix 1 shows the activities with progress comments and traffic lights.

4.2 DCLG have just announced that they will be introducing a completely new set of performance measures on which local authorities will be judged, these will replace the

existing BVPI set and are radically different. These will come into effect from April 2008. While this does not affect the need to ensure we have adequate quality of performance data it does mean that some of the planned activities need to be reviewed, for instance there is little point in now embarking on documenting the procedures used for gathering BVPI indicator performance now we know that we will not be using these after March 2007.

- 4.3 An internal audit of the Data Quality Strategy has been commissioned and is well underway. It is expected that the report from that will make a number of useful recommendations which will strengthen the implementation of the Strategy.
- 4.4 As part of their annual audit, the external auditors, KMPG, have reviewed a number of performance indicators and also our data management arrangements and in their annual report, yet to be published, they will score the council on management arrangements on a score of 1 to 4. Last year the council scored 1.

**5. FINANCIAL IMPLICATIONS**

- 5.1 No financial implications

**6. LEGAL IMPLICATIONS**

- 6.1 No Legal Implications

**7. CORPORATE OBJECTIVES**

- 7.1 Performance reporting and performance management contribute to achieving the objective of improving service performance.

**8. RISK MANAGEMENT**

- 8.1 There are no risk management issues

**9. CUSTOMER IMPLICATIONS**

- 9.1 None

**10. OTHER IMPLICATIONS**

Procurement Issues: None.
Personnel Implications: None
Governance/Performance Management: see 7.1 above
Community Safety including Section 17 of Crime and Disorder Act 1998: None
Policy: None
Environmental: None

Equalities and Diversity: None

## 11. **OTHERS CONSULTED ON THE REPORT**

Portfolio Holder	<b>Yes</b>
Acting Chief Executive	<b>Yes</b> (at CMT)
Corporate Director (Services)	<b>Yes</b> (at CMT)
Assistant Chief Executive	<b>Yes</b>
Head of Service	<b>Yes</b> (at CMT)
Head of Financial Services	<b>Yes</b> (at CMT)
Head of Legal & Democratic Services	<b>Yes</b> (at CMT)
Head of Organisational Development & HR	<b>Yes</b> (at CMT)
Corporate Procurement Team	<b>No</b>

## 12. **APPENDICES**

Data Quality Strategy action plan update

## 13. **BACKGROUND PAPERS**

None

## **CONTACT OFFICER**

Name: John Outhwaite, Interim Senior Policy & Performance Officer  
E Mail: [j.outhwaite@bromsgrove.gov.uk](mailto:j.outhwaite@bromsgrove.gov.uk)  
Tel: (01527) 881602