

BROMSGROVE DISTRICT COUNCIL

17 FEBRUARY 2009
PERFORMANCE MANAGEMENT BOARD

PROGRESS UPDATE ON DATA QUALITY STRATEGY ACTION PLAN

Responsible Portfolio Holder	Councillor Mike Webb 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 This is the fourth six monthly update on progress on the implementation of the Data Quality Strategy submitted to PMB, the last one was submitted in August 2008.
- 3.2 The current auditor assessment of our data quality is that we are at level 2 (out of 4); this assessment comes from the audit undertaken in summer 2007.
- 3.3 In July 2008 the Council was re-assessed for Data Quality and Data Management arrangements by the new external auditors (District Audit) as part of the annual audit process. The auditors have advised that they will include their judgement on data management arrangements in the Annual Audit letter, which they aim to produce in time for submission to the Audit Board in March. At the time of writing this report no formal feedback has been received, although it may be possible to provide a verbal update to the Board at the meeting. Any recommendations in the Annual Audit letter about data quality will be considered and incorporated into the action plan as necessary and will be reported on in the next six-monthly update to The Board.

4. DATA QUALITY STRATEGY ACTION PLAN

- 4.1 Appendix 1 shows the latest position on the data quality action plan. The format of the report has been revised since the last submission in order to make the current position clearer. Following each action in the plan there are now a series of rows which shows

the progress over time for the action, the latest position being the last row. In addition the traffic light coding has been changed so that completed actions are now shown as blue (the same as the Riske registers)

- 4.2 As can be seen all of the actions are complete or on target, the only “red” action being the inclusion of references to data quality in job descriptions, which is held up pending Job Evaluation implementation. This action will be reviewed in summer.
- 4.3 As reported in August 2008 the Audit Commission used a revised set of KLOE’s to judge councils in 2008. Following the audit the action plan was reviewed (Action number A3) to assess if further actions were required in order to achieve level 3. As a result three more actions (A4, A5 and A6) were added to the plan as well as some minor changes to existing actions.
- 4.4 Having assessed the updated KLOE it is clear that significant additional effort would be required to reach level 4 and it is considered questionable whether the investment of effort would be worthwhile. Therefore it is proposed that when level 3 is attained a decision is made as to whether that is sufficient achievement.

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	No
Acting Chief Executive	No
Corporate Director (Services)	No
Assistant Chief Executive	Yes
Head of Service	Yes
Head of Financial Services	No
Head of Legal & Democratic Services	No
Head of Organisational Development & HR	No
Corporate Procurement Team	No

12. APPENDICES

Data Quality Strategy action plan update

13. BACKGROUND PAPERS

None

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