

Southend-on-Sea Borough Council

Agenda
Item No.

Report of Chief Executive & Town Clerk
to
Audit Committee
on
16th June 2010

Report prepared by: Juliette Arnold, Strategy & Performance
Advisor

Data Quality Action Plan Update 2009/10

A Part 1 Public Agenda Item

1. Purpose of Report

- 1.1 To present to Audit Committee the end of year position on the Data Quality Action Plan 2009/10.

2. Recommendation

- 2.1 **That Audit Committee approve the Data Quality Action Plan 2009/10.**

3. Background

- 3.1 The Data Quality Review informs the external auditor's judgement on the Council's Use of Resources as a component of the CAA assessment. Good data quality provides a sound base for decision making and provides assurance to Members, managers and regulators that reported information reflects actual performance.
- 3.2 The Strategy and Action Plan were refreshed in 2009/10 using best practice guidance and Use of Resources criteria. The Action Plan lists dates, responsible persons and evidence against the assessment criteria to enable the Council to review and benchmark its position.

4. Corporate Implications

- 4.1 Contribution to Council's Vision & Corporate Priorities

Good data quality is fundamental to the Council becoming an 'Excellent' Authority.

- 4.2 Financial Implications

Possible implications if financial data is distorted or incorrectly reported.

4.3 Legal Implications

Information Sharing Protocols clarify the Council's responsibilities and powers in respect of information sharing.

4.4 People Implications

Identify staff with data quality responsibilities, amending job profiles and setting data quality objectives through the appraisal process.

4.5 Property Implications

None.

4.6 Consultation

A consultation exercise was undertaken with relevant officers throughout the Council on the Strategy and Action Plan.

4.7 Equalities and Diversity Implications

None.

4.8 Risk Assessment

Poor data quality could lead to qualification of performance indicators impacting on the CAA category through the Use of Resources assessment. Poor quality data could lead to poorly informed decision making.

4.9 Value for Money

Ensuring that data is 'right first time' reduces error correction overheads and improves productivity.

4.10 Community Safety Implications

None.

4.11 Environmental Impact

None.

5. Background Papers

Data Quality Strategy – Southend-on-Sea Borough Council – 2009/10
Use of Resources – Data Quality - Audit Commission

6. Appendices

Data Quality Action Plan – Appendix 1