



## Appendix A – Data quality action plan progress 2016/17

Aim	Outcome	Lead Officer	Progress
Ensure data collected has supporting processes in place (methodology statements)	Data quality embedded into all performance reporting	Head of Communications	22 methodology statements completed in May 2017 as part of the refreshed Corporate Action Plan for 2017/18
Undertake self-assessment exercise on any new or amended KPIs	Strengthened data quality arrangements.	Head of Communications	Completed as and when required during the course of the year.
Implement recommendations made in the 2015/16 Data Quality and Performance Management Audit Report.	Strengthened data quality arrangements.	Head of Communications and Director of Finance and Corporate Services	Final recommendation implemented and reported to auditor in June 2016.
Achieve the Public Service Network (PSN) Code of Compliance	Strengthened data quality arrangements.	Director of Finance and Corporate Services	Confirmation due in October 2017.

Aim	Outcome	Lead Officer	Progress
<p>Ensure that data quality is referenced in risk registers and reviewed on a regular basis</p>	<p>Increased commitment to data quality</p>	<p>Head of Communications and Director of Finance and Corporate Service</p>	<p>Risk registers updated in April 2016. Reviewed as part of the quarterly performance reporting process.</p>
<p>To monitor the delivery of the Action Plan</p>	<p>Improved accountability for data quality</p>	<p>Head of Communications</p>	<p>Forms part of the quarterly performance reporting process.</p>