

**Progress Report on Action Plan 2015/16**

| Ref | Action  | Required Outcome                                     | Responsible Officer (s)   | Target Date           |
|-----|---|--|---|-----------------------|
| 1   | Ensure that suitable controls and measurements are place for KPIs identified by the Council as part of the 2015/16 Audit Plan | Strengthened data quality arrangements               | Director of Finance & Corporate Services  | April 2016            |
| 2   | Ensure that Data Quality is referenced in the Council's Corporate Risk Register and reviewed on a regular basis               | Increased commitment to data quality                 | Director of Finance & Corporate Services  | April 2016            |
| 3   | Ensure that the data collected has supporting processes in place (Methodology Statements)                                     | Data quality embedded into all performance reporting | Director of Finance & Corporate Services / Directors / Head of Communications (Northgate Public Services) | September 2015        |
| 4   | Undertake self assessment exercise on any new or amended KPIs   | Strengthened data quality arrangements.              | Director of Finance & Corporate Services / Head of Communications (Northgate Public Services)             | December 2015         |
| 5   | Implement recommendations made in the 2014/15 Data Quality Audit Report.  | Strengthened data quality arrangements.              | Director of Finance and Corporate Services / Director of Community and Planning / Head of Communications  | July 2015             |
| 6   | To monitor the delivery of the Action Plan  | Improved accountability for data quality             | Director of Finance & Corporate Services / Head of Communications (Northgate Public Services)             | On-going / March 2016 |