

**AUDIT COMMITTEE
22 NOVEMBER 2022**

DATA QUALITY POLICY

Cabinet Member Cllr Andrew Moore
Responsible Officer Lisa Lewis, Corporate Manager Digital Transformation and Customer Engagement

Reason for Report: To present the Committee with the Data Quality Policy and Data Quality Standards

RECOMMENDATION(S): (a) That the Committee approves the Data Quality Policy and Data Quality Standards and (b) agrees to next review the Policy in 4 years' time

Financial Implications: None - *Approved by Finance: [yes/no – include name/post title, e.g. Group Manager for Financial Services]*

Legal Implications: None - *Approved by Legal: [yes/no – include name/post title, eg Group Manager for Legal Services]*

Risk Assessment: Data is a key asset and failure to have effective data quality arrangements in place could mean that decisions and conclusions could be drawn from data that is inaccurate and out of date. *Approved by Performance/Governance: [yes/no – include name/post title, eg Manager for Performance, Governance and Data Security]*

Equality Impact Assessment: No equality issues identified for this report.

Relationship to Corporate Plan: This policy forms an integral part of measuring the Council's performance against the Corporate Plan

Impact on Climate Change: There are no implications relating to Climate Change with this policy.

1.0 Introduction

1.1 Data is one of the Council's most important assets we want to be sure that information on which we base decisions and inform our planning is robust. Good quality data is an essential ingredient for the production of reliable information which is used to inform the decision making process.

1.2 The purpose of this report is to provide the Committee with the Data Quality Policy (Appendix A) and Data Quality Standards (Appendix B), which outline the roles and responsibilities for data quality within the Council and also provides clarification for officers and members as to the standards expected.

1.3 There are no major changes to the policy since it was last approved by the Audit Committee in November 2018.

2.0 Conclusion

2.1 That the Committee approves the Data Quality Policy and Data Quality Standards and agrees to next review the Policy in 4 years' time (in line with the corporate policy framework).

Contact for more Information: Lisa Lewis, Corporate Manager for Digital Transformation and Customer Engagement, ext. 4981

Circulation of the Report: Leadership Team and Cabinet Member