

Data Quality

- Data Quality characteristics
- Lessons from Local Public Service Agreement and Local Area Agreement 1
- Minimum Data Requirement
- How your data is used
- Reporting timetable

Data Quality Characteristics

Accuracy

- Data should be captured once
- Data should be captured as close to the point of activity as possible
- Limitations on accuracy should be made clear to users

Validity

- Data should meet the correct definition or rules
- Data should be consistent between periods
- Data should be consistent among organisations

Data Quality Characteristics

Reliability

- Data should be produced by stable processes – change introduces risk
- Data should be produced using consistent processes

Timeliness

- Data should be captured as quickly as possible after the event
- Data must be available within a reasonable period
- Data must be available quickly enough to inform decision making

Data Quality Characteristics

Relevance

- Data should be related to the purpose it is needed for
- Contextual data should be assured

Completeness

- Data requirements should be formally defined
- Completeness should be monitored –
missing/incomplete/
invalid records tracked

Lessons

- Local Public Service Agreement and Local Area Agreement 1
 - difficulties with baseline data, source of data, accuracy, changes in definition, staff turnover
- Time-consuming
- Placed reward grant element at risk

Minimum Data Requirement

What is a Minimum Data Requirement?

- Differentiates between Performance Management and Data Quality responsibilities
- Information is also required for PerformancePlus performance management software

Minimum Data Requirement

Minimum Data Requirement certificate

- Purpose
- Definition
- Calculation
- Collection
- Spatial level and organisation information
- Performance: who is responsible?
- Data Quality: who is responsible?

Minimum Data Requirement

Data Source

- *Where is the data used for the calculation sourced from, how is it received and in what format?*
- *Is it collected in the same way each time?*

Data Sharing

- *What agreements are in place to ensure the quality of the data if the data is sourced from a partner or external organisation?*

Minimum Data Requirement

Data Completeness

- *Does data used represent the complete set of information available, or is only a sample used?
(e.g. 10% survey)*

Data Accuracy

- *What checks are made on the data prior to calculation to ensure its accuracy?*

Minimum Data Requirement

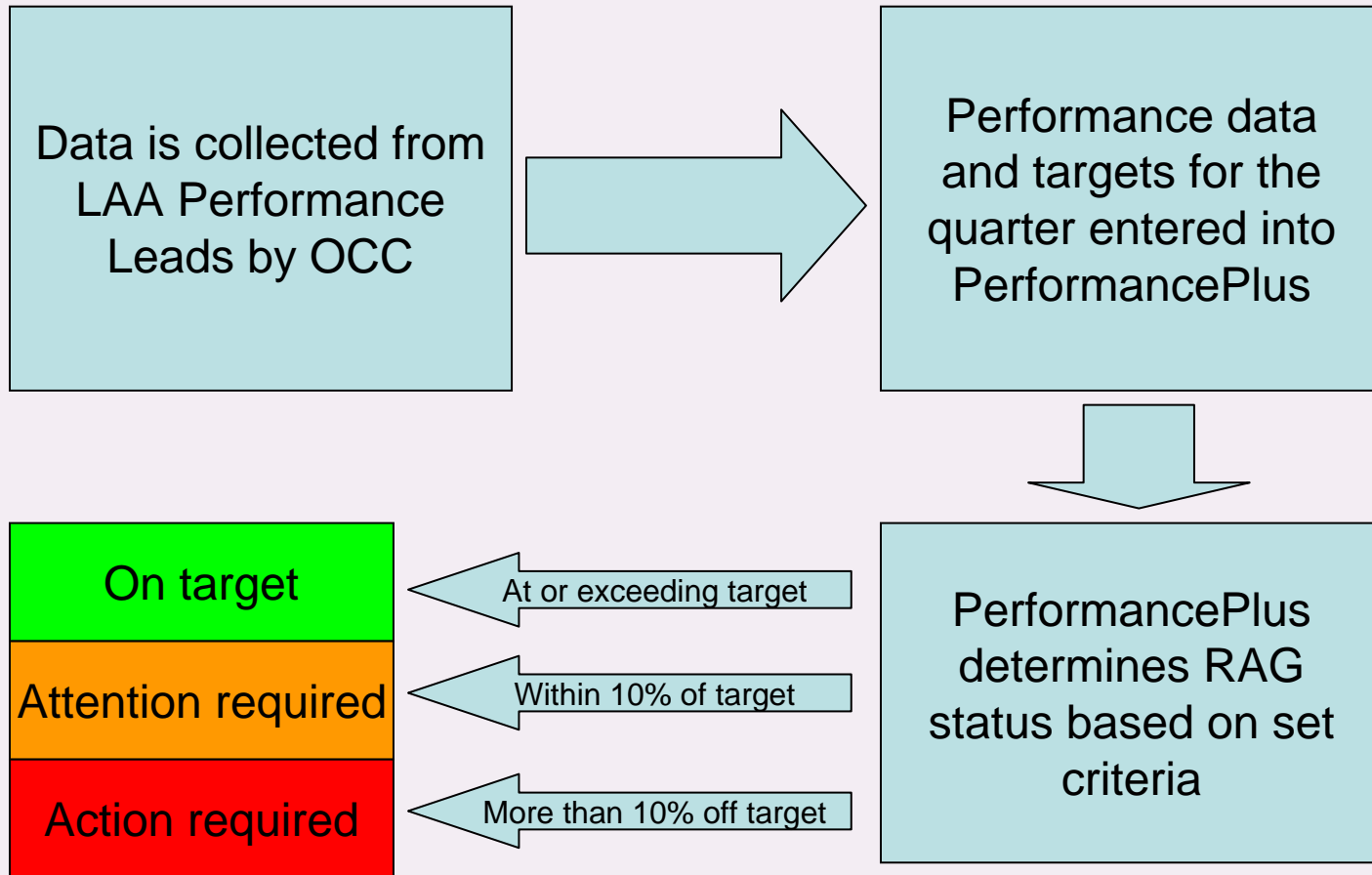
Data Storage & Security

- *How and where is the data (raw and processed) stored?*
- *Who has permissions to change it and how this is controlled?*
- *What security mechanisms are in place to ensure against data loss (i.e. back-up on 2nd system)?*

Data Reporting

- *How is the indicator reported and how often?*
- *How soon after collection and calculation is the indicator reported?*

How we use your data

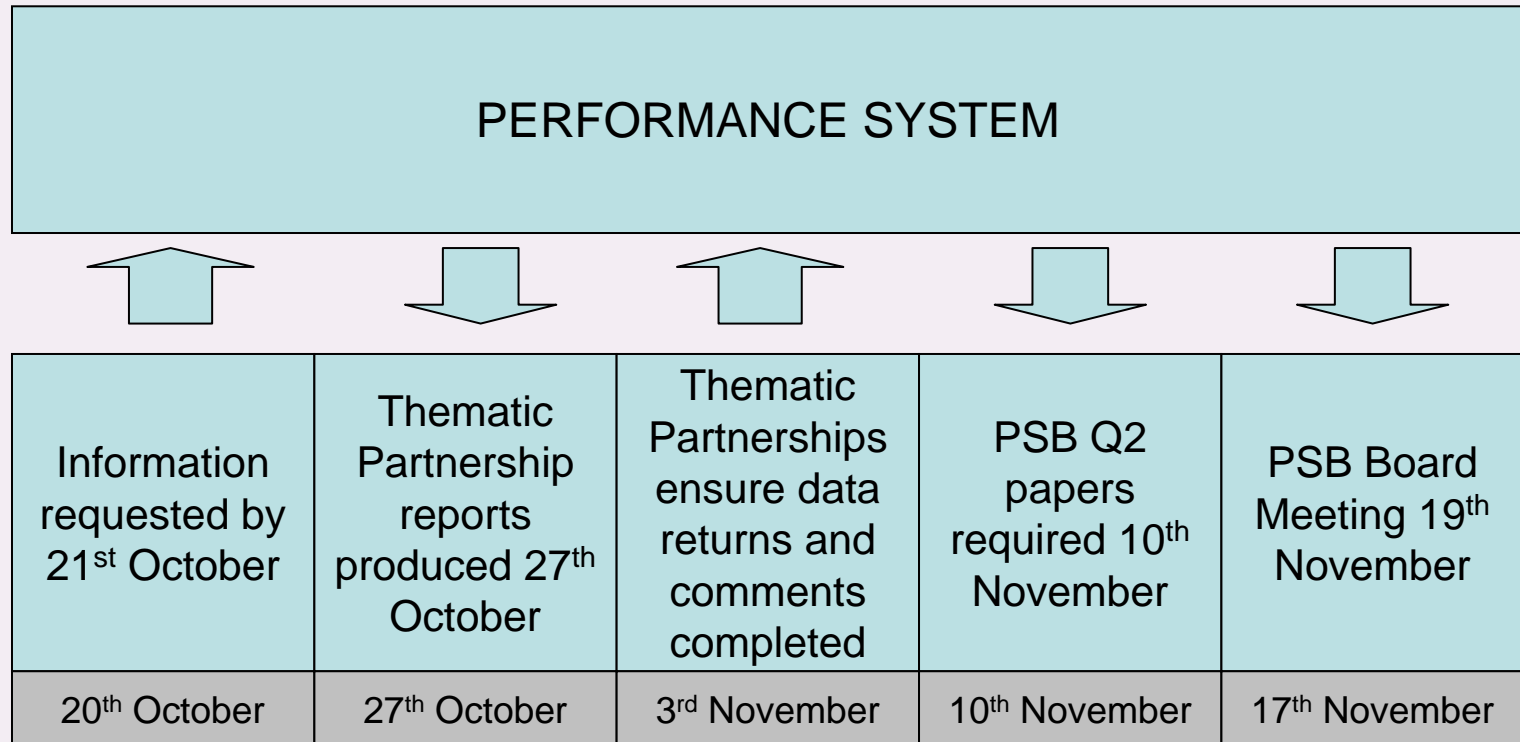


How we use your data

- The PerformancePlus system has been acquired on behalf of the Public Service Board to manage LAA performance.
- We have specific data requirements for LAA information because this will help develop accurate and timely reporting.
- This needs to be supported by good contextual information, explaining current performance and barriers to delivering this work.
- This in turn helps ensure that informed decisions are made with regard to development of the Oxfordshire Partnership.
- PerformancePlus is being developed to monitor action plans so that progress against these can be reviewed by the Thematic Partnerships.
- By Q4 reporting PerformancePlus will be directly accessible for Partnerships for both data collection and reporting purposes.

How the timetable works

2008/2008 Q2



Timetable for reporting

Reporting Period	Information required by	Report to Thematic	Final date for changes	PSB Board
Q2 2008/09	21 st October 2008	27 th October 2008	7 th November 2008	19 th November 2008
Q3 2008/09	21 st January 2009	28 th January 2009	11 th February 2009	18 th February 2009
Q4 2008/09	13 th May 2009	20 th May 2009	2 nd June 2006	10 th June 2009
Q1 2009/10	5 th August 2009	12 th August 2009	25 th August 2009	2 nd September 2009
Q2 2009/10	21 st October 2009	28 th October 2009	10 th November 2009	18 th November 2009
Q3 2009/10	21 st January 2010	28 th January 2010	10 th February 2010	18 th February 2010