LEADERSHIP GROUP

INFORMATION STRATEGY 2011 – 2016

Our purpose

The Scottish Parliamentary Service supports, enables and promotes the work of the Scottish Parliament. Information lies at the heart of this. Our information must be:

Accessible  Accurate  Timely  Trusted

What we need to do: Create a culture which values information and encourage practices which enable us to create, find, use, store and dispose of information efficiently and safely.

The vision Our information is recognised and managed as a vital corporate resource.

Why are we doing this? To ensure that information is accurate, accessible and available when required

To encourage greater efficiency in the consumption of a valuable resource

To ensure that we are more responsive to changing business needs

How are we going to do this? Establish and maintain a corporate standard for information management

Embed a progressive cultural change towards our information

Integrate systems and processes to streamline parliamentary business information flows
Design our data architecture to support information management principles and our corporate standard

Our critical success factors:

All portfolio data is owned, managed and controlled by the appropriate office

All portfolio systems and processes have been evaluated and actioned

Information management training is available to all SPCB staff

Parliamentary business information is accurate, accessible and trusted

Information management meets agreed corporate standards