Your opportunity to be one of the first councils to harness the power of your local data through LG Inform Plus's local metrics upload capability

The Local Government Association (LGA), through LG Inform Plus and LG Inform, provides authorities with quick and easy access to almost 4,000 metrics about the people, places and areas that we serve. Through our tools you already have access to a growing library of ready-made reports on subjects such as Indices of Deprivation, Housing, Waste, Workforce, Social Care, and Health to name a few. If none of these are what you are looking for you can use our dynamic report builder to create your own reports which you can share with colleagues, other authorities or even the public using our improved export and embed functionality.

Prompted by the changing landscape of local government and following an engaging workshop with over 50 users we are very keen to now make progress with a *Local Metrics Upload Pilot*.

Starting in July for a 6 to 9 month period, we shall be working with a small group of authorities to trial how we receive, upload and integrate their locally collected metrics with the existing online database of national measures.

If you would like to be involved in this pilot and are able to commit to the proposed approach (below) please reserve your place on the pilot group by dropping an email to lginformplus@local.gov.uk. If you have already enrolled to participate then please rest assured that we are now poised and ready to work with you. You are encouraged to consider our proposed approach and begin your preparations and planning to start working with us. Let us know when you are ready to start.

Approach

Your responsibilities
- You must be a current subscribing organisation to LG Inform Plus.
- You will need to identify a small set of local metrics within your authority that you would like to include in the pilot and for each metric complete a short metadata template.
- For each local metric you will need to decide whether the metric refers to the whole authority and/or a smaller geography such as a ward.
- Each local metric you provide will be visible to all registered, signed-in local authority users but, as part of the metadata, you will need to specify when the data will be published: this can range from the day after it is loaded into the database to a maximum of one year after the date for which the data relates.
- You will need to provide the actual data in accordance with the supplied metadata in a CSV/Excel template which will be provided by us.
- You should produce a report(s) which makes use of the local metrics during the life of the pilot and provide details of these to the LGA. We can guide you on report authoring if necessary.
- At various points during the pilot you will be asked to provide the LGA with feedback on procedures and processes as well as potential interface designs.
- In autumn 2016 you will be asked to participate in a workshop in order that we can develop a wider specification.
- You must be willing to be named as a participating organisation in marketing and communication materials throughout the pilot period.

LGA Support desk responsibilities:

- We will provide all members of the pilot group with a metric metadata template and relevant guidance documents.
- We will work with you to ensure that the metadata complies with the standards and liaise with you on any points which need clarification.
- Using the supplied metadata *we* will add the new local metrics to the database on behalf of each pilot organisation within 5 working days of receiving your metadata.
- Once your metrics have been created we will provide you with a data upload template that you can complete and return to us for uploading into the database in no more than working 5 days.
- We will be available during normal business hours throughout the working week to answer any of your queries or questions.

Following a successful pilot and development of a successful business case we would anticipate developing an integrated solution that will allow individual organisations and users to create and upload local metrics directly via predefined forms and templates. However, this pilot does not constitute a formal commitment from the LGA to continue offering local metric upload capability beyond the pilot period. We will use the outcomes and lessons learned from this pilot to refine the specification, understand the long-term development costs and work to identify additional funding to proceed further.