

Data Auditing & Organising service definition

Overview

Our Data Auditing and Organising service is purpose-built for local authorities in the public sector, offering a systematic review and structuring of data assets to prepare for cloud migration and digital modernisation. This service addresses common public sector challenges such as data silos, inconsistent quality, duplication and poor governance in legacy environments. It ensures data is accurate, accessible, compliant, and optimised for cloud platforms, aligning with UK standards including the Government Digital Service (GDS) Data Ethics Framework, National Cyber Security Centre (NCSC) guidelines and GDPR. By delivering clean, well-organised datasets, we enable clients to reduce redundancy, improve decision-making, lower storage costs and support seamless integration into modern cloud data services for enhanced citizen outcomes and operational efficiency.

Service Scope and Approach

The service begins with a comprehensive discovery phase, collaborating with data owners, IT teams and business stakeholders to inventory and access relevant data repositories, databases, files and unstructured sources across the organisation.

Key elements of our approach include:

- **Data Inventory and Auditing:** Full compilation and profiling of data assets, assessing volume, variety, quality (accuracy, completeness, timeliness) and usage patterns using automated tools and manual validation.
- **Inconsistency and Redundancy Detection:** Identification of duplicates, anomalies, outdated records, and format inconsistencies through data profiling, matching algorithms and quality rules tailored to public sector contexts (e.g. citizen records, case management data).
- **Classification and Organisation:** Application of structured classification schemes and logical hierarchies to organise data for cloud readiness, including recommendations for archiving, deletion, or migration categories.
- **Compliance and Risk Review:** Verification against regulatory requirements, including data protection impact considerations and security classifications.

Our methodology is risk-based and non-disruptive, employing vendor-neutral tools for profiling and analysis while minimising impact on live systems. We tailor the approach to local authority constraints, such as shared services, legacy applications and sensitive personal data handling.

Deliverables

Clients receive a complete set of practical outputs, including:

- A detailed audit report with data inventory lists, quality metrics, redundancy findings and visual dashboards.
- Organised data framework recommendations, including classification schemas, and proposed structures for target cloud environments (e.g. data lakes, warehouses).
- Prioritised action plan for remediation, with effort estimates and quick-win opportunities.

All deliverables are provided in accessible digital formats compliant with WCAG standards and suitable for integration into migration strategies or data governance programmes.

Engagement Model

Engagements typically last 4-8 weeks, depending on data volume, number of sources, and access requirements, with delivery available remotely, on-site, or hybrid to accommodate operational needs. We conduct collaborative workshops for validation and prioritise secure data handling protocols (e.g. NDAs). Pricing is fixed fee, scoped during initial consultations, with options for phased delivery aligned to budget cycles.

Value Proposition

This service establishes a strong data foundation essential for successful cloud migrations, reducing migration failures, cutting ongoing storage and processing costs and enabling advanced capabilities like analytics and AI for better public services. Local authorities gain improved data trustworthiness for decision-making, stronger compliance confidence and reduced risks around data breaches or audit findings. Our public sector expertise ensures practical, sustainable outcomes that support long-term digital maturity while upholding the highest standards of data protection and ethical use.

This service is advisory and analytical, focusing on auditing, organising recommendations, and planning without including data cleansing execution, migration, or technical implementation, allowing seamless integration with other G-Cloud services for comprehensive data transformation support.

