







# Local Records Centre Accreditation Implementation

## Annex 1 - LRC Accreditation Survey




First published 10 July 2012



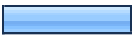



1. Job Title and Local Record Centre Name			
		Response Percent	Response Count
Position		100.0%	29
Name of Local Record Centre		100.0%	29
answered question			29
skipped question			1

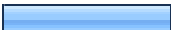


2. How many professional staff are employed at your LRC (full-time equivalents)?			
		Response Percent	Response Count
1-2		34.5%	10
3-4		37.9%	11
5-6		20.7%	6
7+		6.9%	2
answered question			29
skipped question			1

**3. Who (job title) would be the competent person responsible for carrying out and auditing the accreditation process?**

		Response Percent	Response Count
Manager		69.0%	20
ICT Manager		0.0%	0
Biodiversity Data Officer		3.4%	1
Records Officer		0.0%	0
Other (please specify)		27.6%	8
		<b>answered question</b>	<b>29</b>
		<b>skipped question</b>	<b>1</b>







**4. When does your LRC plan to go through the process of accreditation?**

		Response Percent	Response Count
2011		19.2%	5
Between 2012 and 2014		73.1%	19
After 2014		3.8%	1
Never		3.8%	1
		<b>answered question</b>	<b>26</b>
		<b>skipped question</b>	<b>4</b>




5. Is your LRC considering applying for the advanced level?			
		Response Percent	Response Count
Yes		25.0%	7
No		25.0%	7
Maybe		50.0%	14
answered question			28
skipped question			2

6. Which of the following potential benefits of accreditation are important to you?							
	Least important	Not important	Neutral	Important	Most Important	Rating Average	Response Count
Recognition of LRC professionalism	0.0% (0)	0.0% (0)	11.1% (3)	37.0% (10)	<b>51.9% (14)</b>	4.41	27
Support for securing funding	0.0% (0)	0.0% (0)	3.8% (1)	<b>61.5% (16)</b>	34.6% (9)	4.31	26
Getting our policies and processes sorted out	0.0% (0)	0.0% (0)	29.6% (8)	<b>59.3% (16)</b>	11.1% (3)	3.81	27
Improving our standards	0.0% (0)	3.7% (1)	22.2% (6)	<b>63.0% (17)</b>	11.1% (3)	3.81	27
Aligning with other LRCs	7.7% (2)	0.0% (0)	19.2% (5)	<b>61.5% (16)</b>	11.5% (3)	3.69	26
Other (please specify)							0
answered question							27
skipped question							3


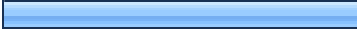

**7. What do you assume it will cost your LRC to follow the accreditation application process and become accredited at the standard level? (Application fee only, not including staff time)**

		Response Percent	Response Count
£250-£500		59.3%	16
£500-£750		22.2%	6
£750-£1000		3.7%	1
£1000-£1500		7.4%	2
£1500-£2000		3.7%	1
£2000+		3.7%	1
<b>answered question</b>			<b>27</b>
<b>skipped question</b>			<b>3</b>







**8. Does the LRC have permission to access open source tools?**

		Response Percent	Response Count
Yes		53.8%	14
No		23.1%	6
Not sure		23.1%	6
<b>answered question</b>			<b>26</b>
<b>skipped question</b>			<b>4</b>







**9. Are IT skills and expertise identified as a barrier for your LRC?**

		Response Percent	Response Count
Yes		15.4%	4
<b>No</b>		<b>53.8%</b>	<b>14</b>
Maybe		30.8%	8
<b>answered question</b>			<b>26</b>
<b>skipped question</b>			<b>4</b>

**10. What do you identify as the main barriers to successfully completing the accreditation process?**




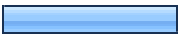







		Response Percent	Response Count
Funding		37.0%	10
<b>Available staff time</b>		<b>92.6%</b>	<b>25</b>
Staff expertise		14.8%	4
Capacity of ALERC to manage scheme		48.1%	13
Lack of support from partners		14.8%	4
Other (please specify)		11.1%	3
<b>answered question</b>			<b>27</b>
<b>skipped question</b>			<b>3</b>

**11. If you are not planning to apply in 2011 is the principal reason:**

		<b>Response Percent</b>	<b>Response Count</b>
Finding the accreditation fee		27.3%	6
<b>Staff time to go through process</b>		<b>63.6%</b>	<b>14</b>
Distraction from day to day business		45.5%	10
No perceived benefits		13.6%	3
LRC not ready to meet criteria		40.9%	9
Other (please specify)		50.0%	11
		<b>answered question</b>	<b>22</b>
		<b>skipped question</b>	<b>8</b>













**12. Which of the ten mandatory criteria do you consider difficult to achieve in the next three years and why?**

		Response Percent	Response Count
6 - The LRC is accountable and transparent for its business and financial performance		14.8%	4
8 - The LRC proactively engages with its users and providers		11.1%	3
<b>9 - The LRC employs sufficient professional staff, including a manager or equivalent, to maintain efficient and effective service to its users and providers</b>		<b>29.6%</b>	<b>8</b>
11 - The LRC manages species (flora and fauna) and habitat data for its area		25.9%	7
13 - In its custodianship responsibilities, the LRC observes the Data Exchange Principles of the National Biodiversity Network		18.5%	5
14 - The LRC ensures quality control of its species and habitat data through validation and verification systems.		22.2%	6
15 - The LRC acts as a secure archive for the data in its care in perpetuity		11.1%	3
17 - Species reporting requirements		3.7%	1
<b>18 - Habitat reporting requirements</b>		<b>29.6%</b>	<b>8</b>
19 - Reporting on Local Wildlife Sites and Local Geological Sites		14.8%	4
None of them		22.2%	6
Please provide reasons why they will be difficult to achieve			19

<b>answered question</b>	<b>27</b>
<b>skipped question</b>	<b>3</b>

<b>13. Please choose the mandatory criterion which would be your top priority for training</b>	
	<b>Response Count</b>
	17
<b>answered question</b>	<b>17</b>
<b>skipped question</b>	<b>13</b>

**14. Which of the non-mandatory criteria do you believe it will be difficult for your LRC to achieve in the next three years and why?**





		Response Percent	Response Count
1 - The LRC is partnership led		19.2%	5
2 - The partnership includes, as a minimum, local authorities, statutory agencies, conservation NGOs and voluntary recorders		15.4%	4
3 - Impartiality is demonstrated in its constitution and policies		11.5%	3
4 - The LRC complies with the Environmental Information Regulations		11.5%	3
5 - The LRC has the legal status to be able to enter contractual agreements, either as an independent incorporated body or a part of a larger organisation		0.0%	0
7 - The geographical area covered does not overlap with any other LRC		3.8%	1
<b>10 - The LRC is a Process Orientated Organisation</b>		<b>46.2%</b>	<b>12</b>
12 - The LRC is responsible for datasets custodianship, and management of dataset copies, by agreement with its partners and data providers		3.8%	1
16 - The LRC offers a basic suite of products and services to its users		7.7%	2
20 - The LRC promotes high quality species and habitat recording		11.5%	3
None of them		34.6%	9

Please provide reasons why they will be difficult to achieve

15

answered question	26
skipped question	4

15. Please choose the non mandatory criterion which would be your top priority for training	
	Response Count
	18
answered question	18
skipped question	12

16. Taking the accreditation system (standard level) overall which of these statements do you agree with?		Response Percent	Response Count
The criteria are too difficult to achieve		4.3%	1
<b>The criteria are challenging but achievable</b>		73.9%	17
The criteria are too easy to achieve		0.0%	0
The criteria cover too many functions		4.3%	1
The criteria cover a valid range of functions		52.2%	12
The criteria cover too few functions		0.0%	0
		answered question	23
		skipped question	7

17. What additional suggestions do you have to improve the accreditation scheme process?	
	Response Count
	13
answered question	13
skipped question	17

18. Do you have any additional comments?	
	Response Count
	9
answered question	9
skipped question	21