



# DATA STEWARDSHIP



# Objectives

- To understand what is Data Stewardship
- To describe Data Stewardship roles and responsibilities



# Agenda

- **What is Data Stewardship**
  - Data Stewardship Structure



# Pragmatic Definition

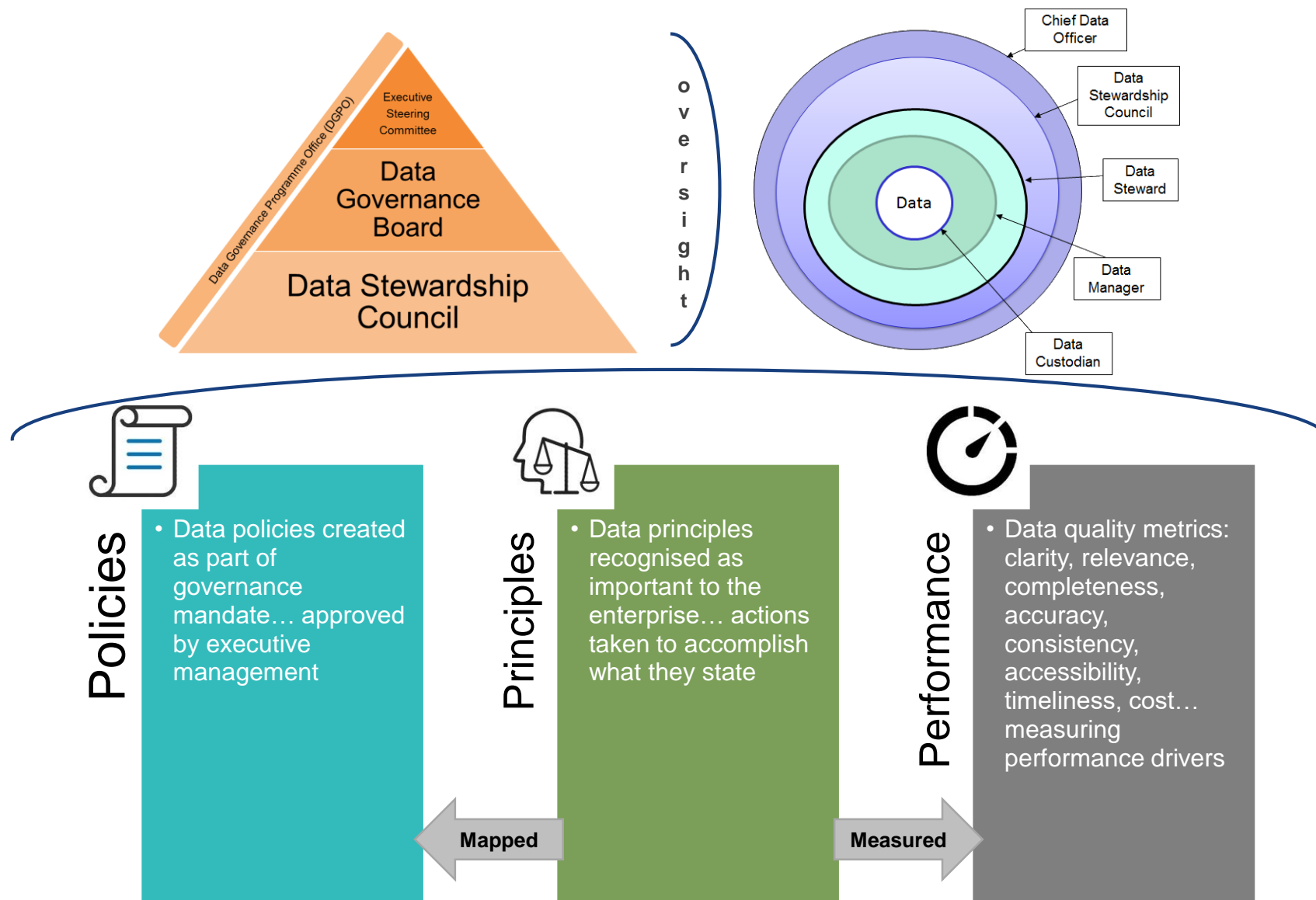
Data governance refers to the *oversight* of

- Quality
- Compliance
- Protection

of *data used* in an enterprise. A *sound* data governance programme includes

- A governing body
- A set of principles
- A set of policies and procedures
- A plan to execute those procedures
- A set of performance metrics to measure the results of good data governance

# Underpinnings





# What is Data Stewardship

“the *management and oversight of an organisation’s data assets* to help provide business users with high-quality data that is easily accessible in a consistent manner.”

– TechTarget

“the set of activities that ensure data-related *work is performed according to policies and practices as established through governance*.”

– The Data Governance Institute

“an approach to Data Governance that *formalises accountability* for managing information resources on behalf of others and *for the best interests of the organisation*.”

– Danette McGilvray, *Executing Data Quality Projects* (Morgan Kaufmann, 2008)



# Why the Need

- **Data is not self-explanatory – not always!**
- **Data is shared – who decides where it goes and how it is used?**
- **Data is created everywhere throughout the organisation**
  - Who decides what gets captured?
  - Who says it is “right”?

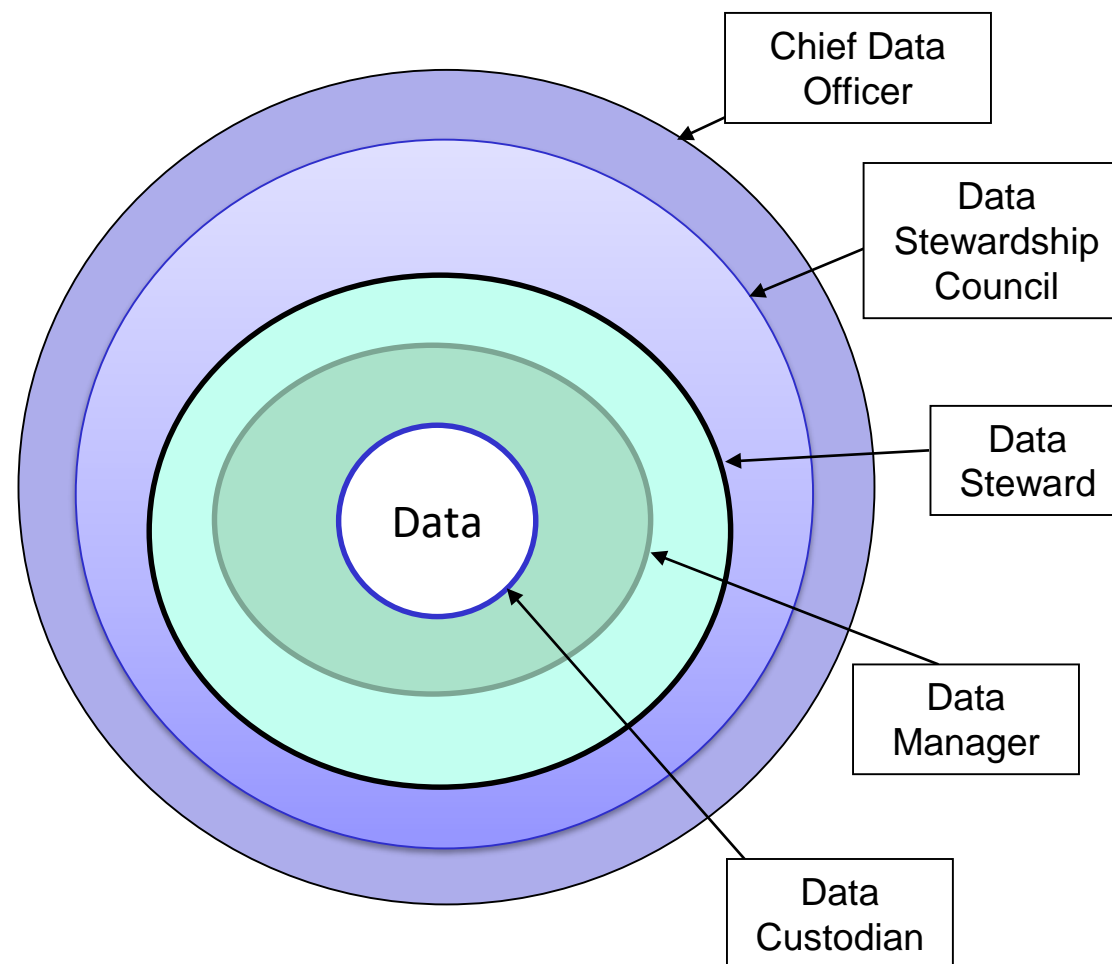


# Agenda

- What is Data Stewardship
  - **Data Stewardship Structure**



# Data Stewardship Roles



## Senior executive

- Enterprise-level role
- Straddle Governance Board and Stewardship Council
- Manage cross-organisational / cross-functional data initiatives
- Make decisions over enterprise-wide data management issues



## Functional committee

- Determine strategies, policies and processes for managing data
- Provide a platform for a Community of Practice to encourage good data management practices
- Facilitate data management issues across organisations or functional groups

## Senior executive in a business domain appointed as steward of its data

- Oversee and provide direction in complying with relevant data management directives in business domain
- Oversee implementation of policies and compliance requirements for data owned
- Appoint business domain Data Managers and Data Custodians
- Provide communication and training to Data Users
- Review and approve access to data owned
- Coordinate and resolve stewardship issues

## Responsible for Data Architecture

- Data Collection – review and streamline data collection process
- Metadata – publish information about data owned
- Data Standard – ensure establishment and adoption of data standards
- Data Quality – implement measures to ensure data quality
- Data Access – ensure adequate security controls
- Data Protection & Privacy – ensure adequate safeguards for systems and data handling during collection and sharing of data
- Data Sharing – enable and promote data sharing
- Data Aging – determine data retention period, preservation and disposal



## Business user who supports the Data Steward

- Develop execution plan compliant with data-related directives
- Oversee and monitor execution of plan
- Facilitate resolution of data-related issues across business areas
- Represent Data Steward and participate in Data Stewardship Council



## **Business / Technical User with in-depth knowledge of business / technical operations and data requirements**

- Support Data Manager in execution of plan
- Create and maintain metadata owned
- Monitor and assess data quality
- Resolve data issues
- Advise on use of data from business / technical perspective



# Other Data Stakeholders

- **Data User**
  - Use data only within scope of role
  - Ensure accuracy and timeliness of data
  - Report unauthorised access, data misuse and quality issues
- **Project Team**
  - Review implementation system compliance with data standards
  - Ensure proper data documentation
  - Submit approved data documentation for record
- **Any individual or group affected by the data under discussion**



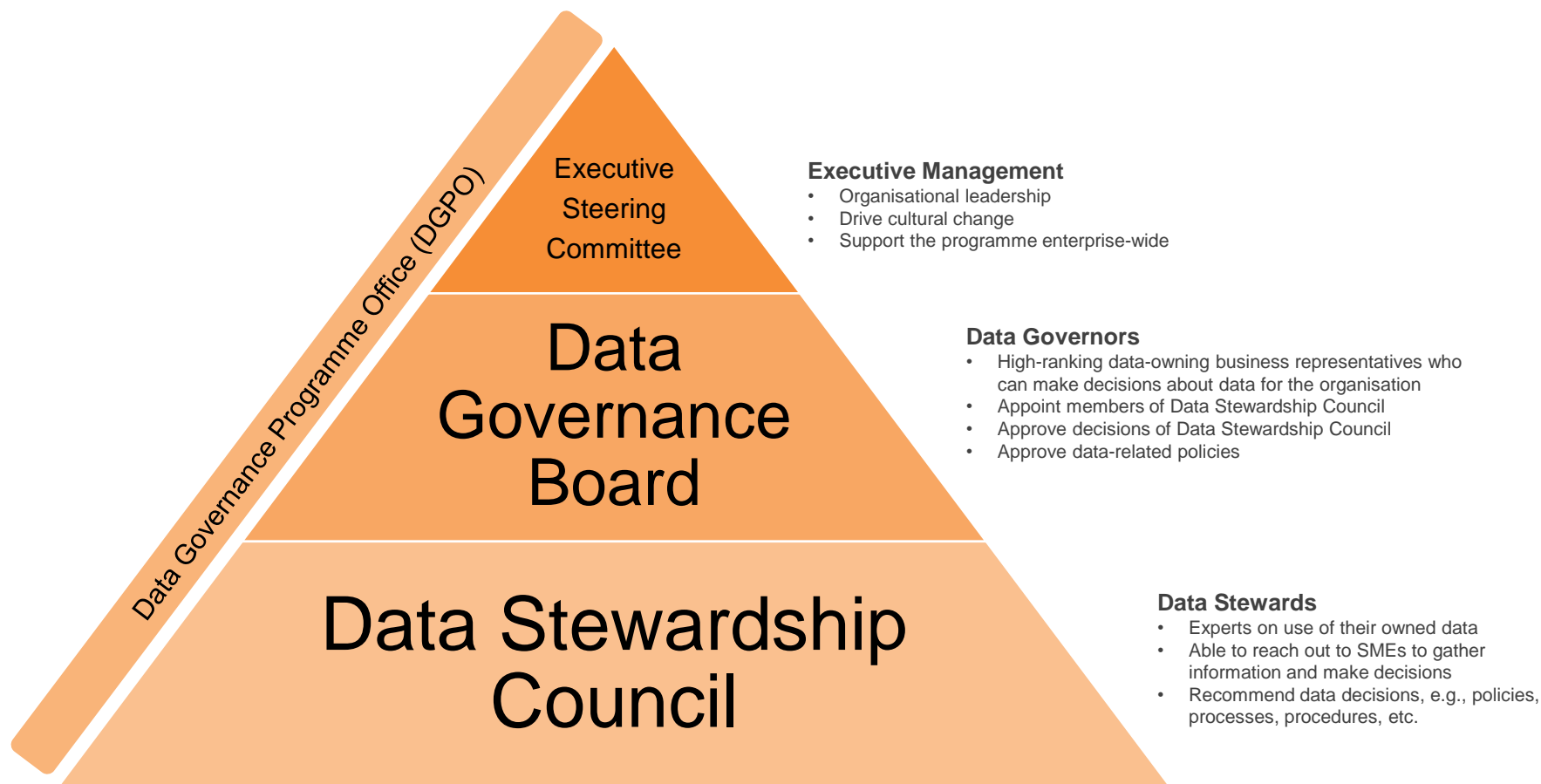


# What About the DGPO

- **Run the Data Governance effort**
  - Provide all data support efforts to Executive Steering Committee, Data Governance Board and Data Stewardship Council
  - Document, publish and maintain data-related policies, guidelines, standards and procedures
  - Communicate data-related messages to the enterprise
  - Provide data-related training to the enterprise
  - Enforce data-related policies and procedures
  - Recommend Data Governance ***metrics*** and ***monitor performance***



# Data Stewardship Structure



Adapted: Plotkin, David; *Data Stewardship* (Morgan Kaufmann, 2014)



# Influenced by Operating Model

## Operating Model

### Coordination

- Shared customers, products or suppliers
- Impact on other business unit transactions
- Operationally unique business unit functions
- Autonomous business management
- BU control over business process design
- Common view of company demanded by market and shared view of customer needed
- Consensus processes for designing IT infrastructure services: IT application decisions are made in BUs

### Unification

- Customers and suppliers may be local or global
- Globally integrated business processes often with support of enterprise systems
- BUs with similar or overlapping operations
- Centralised operations
- Unified decisions about IT and business processes
- Integrated customer interface and seamless supply chain

### Diversification

- Few, if any, shared customers or suppliers
- Independent transactions
- Autonomous organisational units with different market requirements
- Independent business process and IT decisions
- Few standards mandated centrally

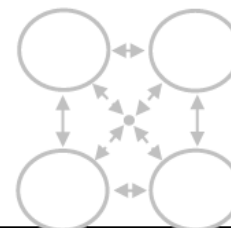
### Replication

- Few, if any, shared customers
- Operationally similar business units
- Autonomous business unit leaders with limited discretion over processes
- Centralised (or federal) control over business process design
- Highly standardised processes
- Centrally mandated IT services



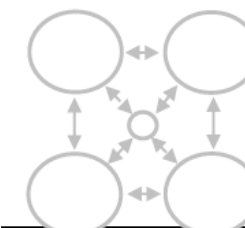
## Governance Model

### Independent



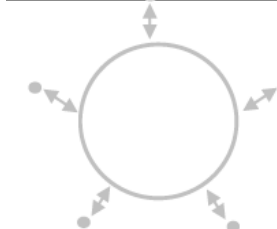
Functional areas operate with complete autonomy, while maintaining global standards to meet specific enterprise requirements

### Federated



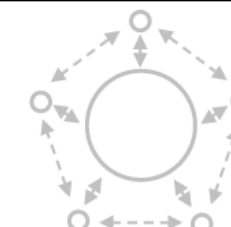
Functional areas control a majority of their business and technology operations, with limited coordination from the enterprise.

### Unified



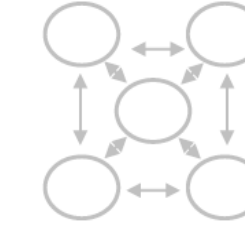
Data Governance provides a single point of control and decision making, with functional areas having little or no responsibility.

### Selective Distribution



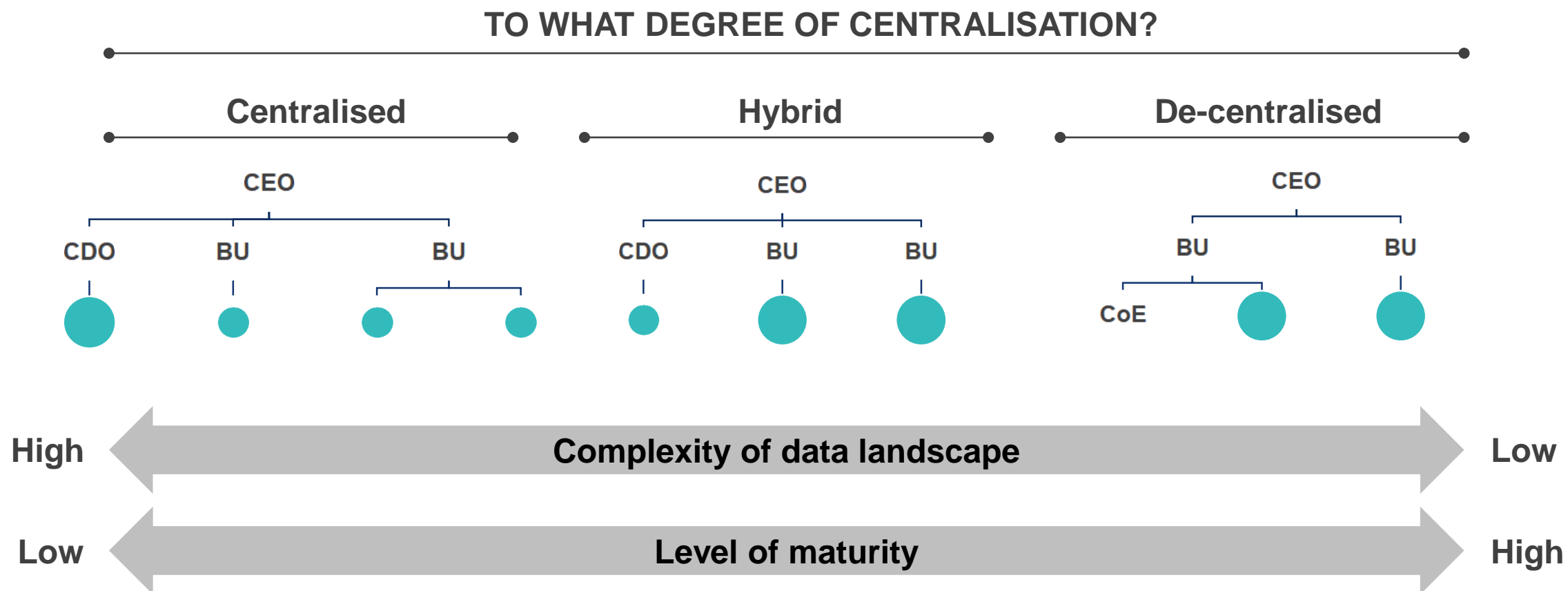
Data Governance provides a point of control and decision making but functional areas own selective decisions and activities.

### Balanced



Responsibility and ownership are shared equally among the different functional areas and the enterprise.

# Degree of Centralisation



# THANK YOU

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