

Who owns your data?

Start a practical conversation about responsibilities, definitions and decisions.

Choose one real data area

- ☐ Start with a recognisable area such as customers, products, suppliers or orders.
- ☐ Invite people who create, change, use and support that data. Include someone able to resolve priorities.
- ☐ Bring a real example of a disputed definition, quality problem or difficult decision.

Notes: _____

Map the responsibilities

- ☐ Business owner: accountable for intended use, meaning, quality priorities and decisions.
- ☐ Data steward: coordinates definitions, quality issues and day-to-day improvement.
- ☐ Technical custodian: supports storage, access, integration and technical controls.
- ☐ Users and producers: understand the information they depend on and raise issues. Roles can be shared, but decision accountability must be explicit.

Notes: _____

Agree how decisions happen

- ☐ For each key data item, record its meaning, authoritative source, owner, steward and affected users.
- ☐ Agree who can approve definition changes, access and quality exceptions.
- ☐ Set a route for unresolved issues, with a decision owner and response expectation.

Notes: _____

Make it part of the work

- ☐ Record one decision, one quality priority and one action with an owner and date.
- ☐ Use a short issue log: example, impact, cause if known, owner, action and status.
- ☐ Review ownership when teams, systems or business needs change. Start small and expand where it helps.

Notes: _____

Want help working through this? Email david.butcher@pivotalinnovations.co.uk