



The
University
Of
Sheffield.

Data Governance Group

Terms of reference

- Develop and review a new Data Governance Policy which links with other relevant policies in the University;
- Initiate and oversee a review of the University's Data Governance Structure to ensure that it remains current and fit for purpose and is consistent across all systems;
- Initiate and oversee the development of a defined and consistent set of procedures for data quality, and a plan to execute those procedures by relevant Professional Services;
- Establish and oversee task and finish groups as required to develop specific aspects of data governance;
- Development of a communications plan to promote understanding of data governance and the benefits of implementing good data governance practices;
- Review and approve the development and future monitoring of quantified measures of data quality for statutory reporting by the Data Assurance Group;
- Receive reports on data quality for statutory reporting from the Data Assurance Group (which reports to Audit Committee).

Reports to: UEB via the Deputy Vice-Chancellor

Membership

Chair: Professor Stephen Pinfield, Professor of Information Services Management

Data Governance Owner: Rhiannon Birch, Head of Planning and Insight

Technical Owner: Geoff Kendall-Smith, Interim Director of CiCS

System Owners (or their nominees):

Student Services: Christina Edgar and Louise Woodcock

HR: Ian Wright on behalf of Tracy Wray, Director of HR and Communications

Finance: Richard Jones on behalf of Helen Dingle, Director of Finance

Alumni: Andy Cooper on behalf of Miles Stevenson, Director of Advancement

Estates: Chris Garlick on behalf of Keith Lilley, Director of EFM

Research and Innovation Services: Deborah McClean, Head of Operations & Assistant Director of Research and Innovation Services

Academic Planner: Mark Shephard, Head of Reporting and Insight

Project representation:

Al Carlile, Programme Director, Student Systems Project

tbc, CDM Replacement Project

Secretary: (tbc)