

<b>Job Title</b>	Product & Governance Lead
<b>Department</b>	Data
<b>Reports to</b>	Head of Data
<b>Grade</b>	Technical Tier 2
<b>Purpose &amp; Overview</b>	<p>Owns the strategic definition and prioritisation of data products and the governance frameworks that underpin them. Leads the adoption of governance-by-design across the organisation, ensuring policy, standards, quality, lineage, and compliance are embedded from concept to run</p> <p>Acts as the voice of the business for data products, driving stakeholder engagement, requirements discovery, and value alignment through a unified single-front-door intake and prioritisation model</p> <p>This is a <b>strategic leadership role</b>, supported by a team of specialists (Data Product Owner, Data Governance Analysts, Data Business Analyst, Data Triage Officer) to deliver operational tasks</p>
<b>Key Accountabilities</b>	<p><b>Product Strategy &amp; Prioritisation</b></p> <ul style="list-style-type: none"> <li>Define and maintain a value-driven product strategy and roadmap for Data Services</li> <li>Own the prioritised backlog aligned to business outcomes, regulatory obligations, and risk reduction</li> <li>Operate the single-front-door triage and value assessment; ensure transparent prioritisation and routing</li> </ul> <p><b>Governance Frameworks</b></p> <ul style="list-style-type: none"> <li>Define and maintain governance policies, standards, roles (Owners, Stewards), and controls</li> <li>Establish and evolve the business glossary, data catalogue, and lineage; set data quality methodology and KPIs</li> <li>Ensure governance criteria are incorporated in product life cycle artefacts (Definition of Ready/Done)</li> </ul> <p><b>Compliance &amp; Open Data</b></p> <ul style="list-style-type: none"> <li>Coordinate GDPR and privacy-by-design activities; ensure appropriate legal bases and data minimisation</li> <li>Apply Ofgem Data Best Practice triage; manage secure sharing and data classification (open/shared/restricted/confidential)</li> <li>Oversee open data portal evolution and transparency obligations</li> </ul> <p><b>Stakeholder Engagement &amp; Adoption</b></p> <ul style="list-style-type: none"> <li>Lead strategic stakeholder engagement across business units; translate needs into actionable product initiatives</li> </ul>

	<ul style="list-style-type: none"> <li>• Run Owners/Stewards forums and communities of practice; champion data literacy and governance adoption</li> <li>• Deliver comms, training, and readiness activities for product launches and governance changes</li> <li>• Provide input to strategic artefacts (e.g., Digitalisation Strategy, Action Plan) by ensuring product and governance priorities are reflected</li> </ul> <p><b>Team Leadership</b></p> <ul style="list-style-type: none"> <li>• Lead, coach, and develop the Product &amp; Governance team (Data Product Owner, Data Business Analyst, Data Governance Analysts ×3, Data Triage &amp; Sharing Officer)</li> <li>• Set clear objectives, define performance measures, and provide regular feedback and development plans</li> <li>• Establish operating rhythms (backlog/triage, Owners &amp; Stewards forum, catalogue/lineage working group)</li> <li>• Ensure consistent application of governance-by-design across all team outputs</li> </ul> <p><b>Assurance &amp; Operating Model</b></p> <ul style="list-style-type: none"> <li>• Provide policy authority for governance standards and compliance gates</li> <li>• Set success criteria and measures for products with governance integrated end-to-end</li> <li>• Collaborate in a hub-and-spoke model: hub sets standards/tools; spokes apply them responsibly</li> </ul> <p><b>Continuous Improvement</b></p> <ul style="list-style-type: none"> <li>• Measure product value and governance maturity; drive improvements to quality, usability, and transparency</li> <li>• Capture lessons learned and feedback to refine policies, workflows, and prioritisation</li> </ul>
<p><b>Technical Know-How &amp; Skills</b></p>	<p><b>Governance &amp; Compliance</b></p> <ul style="list-style-type: none"> <li>• Expert knowledge of data governance frameworks (DAMA/DCAM)</li> <li>• Strong understanding of data quality management and regulatory obligations (GDPR, Ofgem DBP)</li> <li>• Familiarity with data lineage and metadata management tooling (e.g. Purview, Alation, Collibra, Informatica)</li> </ul> <p><b>Product Management</b></p> <ul style="list-style-type: none"> <li>• Ability to define product vision, outcomes, and measurable success criteria</li> <li>• Translate stakeholder requirements into clear specifications and acceptance criteria</li> </ul> <p><b>Leadership &amp; Influence</b></p> <ul style="list-style-type: none"> <li>• Outstanding stakeholder engagement, communication, and facilitation skills</li> <li>• Change leadership: drive governance-by-design adoption and data literacy across diverse teams</li> </ul> <p><b>Analytical &amp; Organisational</b></p> <ul style="list-style-type: none"> <li>• Strategic thinking with an analytical mindset; strong planning over 12–18 month horizons</li> </ul>

	<ul style="list-style-type: none"> <li>Able to balance regulatory needs, risk, and business value in prioritisation decisions</li> </ul> <p><b>Regulatory Knowledge</b></p> <ul style="list-style-type: none"> <li>Experience working in data management or governance roles, particularly in regulated industries such as utilities, Finance, healthcare, or government</li> </ul>																		
<p><b>Qualifications</b></p>	<ul style="list-style-type: none"> <li>Advanced Certified Product Owner (Essential)</li> <li>Data Governance / Data Management certification (Desirable) - DAMA CDMP, DCAM awareness, GDPR training</li> </ul> <p><b>Previous Experience</b></p> <ul style="list-style-type: none"> <li>Proven experience leading product strategy and governance in data or technology environments</li> <li>Demonstrable track record in stakeholder engagement, policy definition, and governance adoption</li> <li>Experience implementing catalogue/glossary/lineage tooling and data quality frameworks</li> </ul>																		
<p><b>Job Dimensions</b></p>	<p><b>Performance Metrics</b></p> <table border="1" data-bbox="576 972 1501 1626"> <thead> <tr> <th>What You Do</th> <th>% of Time</th> <th>How You Measure Accomplishment</th> </tr> </thead> <tbody> <tr> <td>Stakeholder Engagement &amp; Adoption</td> <td>30%</td> <td>Positive stakeholder outcomes; governance adoption; clarity of requirements</td> </tr> <tr> <td>Product Strategy &amp; Prioritisation</td> <td>20%</td> <td>Clear product roadmaps; value-aligned backlog; transparent triage decisions</td> </tr> <tr> <td>Governance Frameworks &amp; Compliance</td> <td>25%</td> <td>Policies/standards active; DQ KPIs; catalogue/glossary/lineage coverage; compliance evidence</td> </tr> <tr> <td>Team Leadership &amp; Capability Building</td> <td>20%</td> <td>Engagement scores, capability uplift, delivery of team objectives</td> </tr> <tr> <td>Continuous Improvement</td> <td>5%</td> <td>Measured improvements to data quality, usability, and transparency</td> </tr> </tbody> </table> <p><b>Working Relationships</b></p> <ul style="list-style-type: none"> <li><b>Head of Data:</b> Strategic alignment and investment prioritisation</li> <li><b>Delivery Lead:</b> Collaborate on prioritised backlog and ensure delivery aligns to agreed priorities</li> <li><b>Direct Reports:</b> Data Product Owner; Data Business Analyst; Data Governance Analysts; Data Triage &amp; Sharing Officer</li> <li><b>Data Owners &amp; Stewards:</b> Accountability for data quality, definitions, and lineage</li> <li><b>Business Units (Spokes):</b> Strategic engagement, requirements discovery, adoption</li> </ul>	What You Do	% of Time	How You Measure Accomplishment	Stakeholder Engagement & Adoption	30%	Positive stakeholder outcomes; governance adoption; clarity of requirements	Product Strategy & Prioritisation	20%	Clear product roadmaps; value-aligned backlog; transparent triage decisions	Governance Frameworks & Compliance	25%	Policies/standards active; DQ KPIs; catalogue/glossary/lineage coverage; compliance evidence	Team Leadership & Capability Building	20%	Engagement scores, capability uplift, delivery of team objectives	Continuous Improvement	5%	Measured improvements to data quality, usability, and transparency
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	<ul style="list-style-type: none"><li>• <b>IT &amp; Cyber Community:</b> Privacy, security, and change control coordination</li><li>• <b>Enterprise Architects:</b> Architecture alignment and governance-by-design assurance</li></ul> <p><b>Competencies</b></p> <ul style="list-style-type: none"><li>• Excellent communication and stakeholder management skills</li><li>• Ability to articulate vision and drive adoption of governance principles</li><li>• Strong planning and coordination skills over 12–18 month horizons</li><li>• Technically minded with innovative approach to problem-solving</li></ul>
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