

Valcon G-Cloud Lot 3 Service Definition

Data Governance Capability Development

[Set Up and Migration | Data auditing and organising, Data information structure design]

Version 1.0

1. About Us

Valcon is a leading European consultancy specialising in AI and data-driven business transformation, with a growing and established presence in the UK. A trusted partner to major organisations including multiple UK Government departments and public sector agencies. Valcon connects strategy and operations, helping organisations create value in their transformation programmes.

With over 1,750 consultants across Europe, Valcon brings deep expertise across data, AI, technology and consulting. In the UK, Valcon works with clients across financial services, public sector, retail, industrials and infrastructure. Valcon is backed by private equity firm Rivean Capital.

2. Service Description

Data Governance Capability Development enhances your people, processes, technology usage for effective data management. We partner with you ensuring structures, roles and responsibilities, policies, standards, and processes deliver AI-ready data. We help you maximise data use and value and enable responsible AI adoption, through accountable, transparent and compliant data handling.

Features

- Define, maintain, and enforce clear data governance policies and standards.
- Establish clear data ownership, stewardship, accountability, and decision-making responsibilities.
- Standardise governance processes across data lifecycle, data domains, and platforms.
- Maintain consistent, searchable metadata covering business, technical, and operational contexts.
- Define, monitor, and improve data quality through metrics and controls.
- Ensure lawful and ethical data use that meets organisational requirements.
- Integrate governance processes with supporting data, analytics, and platform technologies.
- Build data literacy through role-based training and ongoing governance communications.
- Continuously evolve governance practices based on feedback, metrics, and change.
- Measure governance effectiveness using KPIs, OKRs, and assurance metrics.

Benefits

- Higher accuracy, completeness, and consistency across critical enterprise datasets.
- Greater confidence in data through clear ownership, definitions, and controls.
- Improved adherence to regulatory, legal, and ethical data obligations.
- Reduced operational, regulatory, and reputational risks from poor data practices.
- Better business decisions driven by reliable, well-governed, trusted data.
- Streamlined data lifecycle management through standardised governance processes.
- Lower costs by reducing duplication, rework, and inefficient data handling.
- Improved cross-functional collaboration enabled by shared data understanding.
- Faster insights and innovation enabled by trusted, governed data/AI products/assets.
- AI/Advanced Analytics-ready data, comprising data quality, data lineage, and compliance.

3. Approach

Data Governance Capability Development provides a structured, agile delivery-led approach to establishing and maturing data governance as a sustainable organisational capability. The service begins with a focused initiation phase to align stakeholders, confirm objectives, and establish ways of working. It

then progresses through iterative, agile delivery cycles to design, implement, and embed governance policies, processes, roles responsibilities, and controls.

Early delivery is prioritised around critical data domains, metadata, and data quality to realise immediate value and address risk. Governance processes are embedded into delivery lifecycles to ensure consistency and long-term adoption. Over time, the capability is scaled across domains and supported by tooling, automation, and stewardship practices, transitioning into a mature business-as-usual function that improves data quality, compliance, decision-making, and readiness for advanced analytics and AI.

Delivery Stages

Initiation & Mobilisation: Establish foundations for successful delivery by onboarding stakeholders, agreeing scope and objectives, defining governance use cases, and setting up delivery ways of working. Initial user stories are defined and prioritised into a governance backlog.

Iterative Design & Delivery (Agile): Deliver data governance capabilities incrementally using sprint-based, agile delivery. Each iteration designs, implements, validates, and refines governance components, informed by stakeholder feedback and aligned to priority domains and risks.

Rollout, Adoption & Change Management: Embed governance into the organisation through structured rollout, role-based training, communications, and change management. Governance processes are aligned to existing delivery lifecycles and operational cadence to maximise adoption.

Knowledge Transfer, Handover & Hypercare: Ensure a smooth transition to business-as-usual through knowledge transfer, documentation, coaching, and hypercare support. Ownership is formally handed over to internal team(s), with continuous improvement mechanisms established.

Delivery Approach: The service is delivered using an agile, outcome-driven approach, prioritising high-impact data domains and governance use cases first. Delivery is collaborative, pragmatic, and focused on embedding governance into everyday ways of working rather than producing standalone documentation.

Deliverables and Outcomes

Subject to agreed scope, but typical deliverables and outcomes include:

- Review of existing Data Governance capability (people, process, technology)
- Stakeholder onboarding and mobilisation
- Governance backlog formation and prioritisation
- Current-state assessment and gap analysis
- Defined governance principles, policies, and standards
- Roles, responsibilities, and stewardship model definition
- Governance processes embedded into delivery lifecycles
- Metadata and data quality governance frameworks
- Prioritised implementation roadmap
- Target operating model definition and agreement
- Change management, communications, and training materials
- Knowledge transfer, handover, and hypercare support

4. Effort and Cost

Effort will be determined collaboratively between the Valcon and the client based on the skills mix and scope required.

Please refer to the Pricing Document for current rates.

- Rate card prices are exclusive of VAT.
- Expenses are recharged at cost and supported by receipts.
- Expenses may include reasonable travel, accommodation, and subsistence costs.
- The payment schedule will follow milestone completions as agreed in the Statement of Work.

5. Assumptions

The successful delivery of the engagement depends on assumptions and dependencies jointly agreed between the Valcon and the client.

- These may include (but are not limited to):
- Access to required stakeholders, systems, or information
- Timely decisions and approvals
- Availability of resources and infrastructure
- Defined governance and communication processes

All assumptions and dependencies will be recorded and validated as part of the Statement of Work (SoW).