SITE ACCESS: SITES NEEDING AN OWNER

All clients

Harbour IT

PREPARED BY	DATE	CLIENTS
Harbour IT	29 Nov 2026	3

Who owns, administers and can reach each SharePoint site: ownerless sites, guests, and sites open to everyone in the organisation.

Sites needing an owner 10 4 to review

A site with no enabled owner has nobody to approve access or answer for its content; one owner is one leaver away from that. Owners are the Microsoft 365 group's owners, or for a site with no group its site administrators and the people in its owners group.

Flag	Client	Site	Type	Problem	Owners	Admins	Last activity
High	Contoso Legal LLP	Marketing	Group or Team site	No owner	Bobby Marsh (disabled)	Bobby Marsh	29 Nov 2026
Low	Contoso Legal LLP	Operations	Group or Team site	One owner	Evie Davis	Evie Davis	29 Nov 2026
Low	Contoso Legal LLP	Staff Intranet	Communication site	One owner	Annabel Fraser	Annabel Fraser	28 Nov 2026
High	Fabrikam Dental Group	Marketing	Group or Team site	No owner	Ben Okafor (disabled)	Ben Okafor	28 Nov 2026
High	Fabrikam Dental Group	Old Projects	Communication site	No owner	Ben Okafor (disabled)	Ben Okafor	15 Oct 2025
Low	Fabrikam Dental Group	Practice Management	Group or Team site	One owner	Zara Edwards	Zara Edwards	28 Nov 2026
Low	Fabrikam Dental Group	Staff Intranet	Communication site	One owner	Anna Kowalski	Anna Kowalski	29 Nov 2026
High	Northwind Traders	Marketing	Group or Team site	No owner	Robert Hughes (disabled)	Robert Hughes	29 Nov 2026

Flag	Client	Site	Type	Problem	Owners	Admins	Last activity
Low	Northwind Traders	Operations	Group or Team site	One owner	Hannah Robinson	Hannah Robinson	25 Nov 2026
Low	Northwind Traders	Staff Intranet	Communication site	One owner	Ann Patel	Ann Patel	27 Nov 2026

Prepared by Harbour IT (help@harbourit.example · 0161 496 0000). Read from Microsoft 365 with read-only access; nothing was changed. Data collected 29 Nov 2026, 04:00 UTC.