**Draft Summary Data Management Plan**

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| **Title and Details**  **Title:**  **Applicable Standards:**   * **ISO19115** via **UK Gemini** * **GEMET** General Multilingual Environmental Thesaurus * **INSPIRE**   **Metadata resource:** (link to SSDI record)  **Abstract:** (summary description of dataset)  **Additional information:** (URL references to policy) |
| **Data Management**   * **Responsible organisation – ownership:** (eg. local authorities, British Geological Survey) * **Responsible organisation – processing:** (eg. SEPA via SEWeb, Improvement Service via Spatial Hub) * **Lineage:** (how the dataset was created) * **Maintenance information:** (update frequency and scope of update ie. collection or review frequency) |
| **Categorisation**   * **Theme:** (INSPIRE limited list) * **Topic Category:** (GEMET wider list) * **Concept:** (GEMET exhaustive list) * **Keyword:** (needs some thinking) |

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| **Data Quality**  **Quality scope** (custom definition)   * Standardised (identified standard is required) **Validity** * Findable (discrete resource and metadata) **Availability** * Accessible (functional URL for API or download, also Interoperable/Reusable) **Accessibility** * Complete (across the range) **Completeness** * Coverage (across the geography) **Coverage and/or Completeness** * Timeliness (within a defined period according to the maintenance info) **Timeliness** * Consistency (internal consistency, ie same units) **Consistency** * Scale (all features at appropriate scale) **Accuracy, Precision, Validity** * Resolution (all features at appropriate resolution) **Accuracy, Precision, Validity** * Managed (is there a data management plan) **Validity** * Referenced (Appropriate policy/legislative/regulatory references) **Validity** * Uniqueness (dataset, features, are unique **Uniqueness**   **Conformity** (derived from above) - Yes or no (ie fit for purpose or not) **Validity** |
| **Resource Details from SSDI**   * **Resource locator (technical URL) Accessible** * **Resource identifier (technical layer name) Findable** * **Data format** (web service, shapefile etc) **Accessible** * **Extent** (Scotland, Scottish local authorities, region) **Coverage, Completeness** * **Equivalent scale** (national, regional, local) **Scale** * **Temporal extent** (from/to) **Timeliness** * **Spatial reference system** * **Spatial resolution** (scale) **Scale** * **Spatial representation type** (vector, raster, point, polygon, polyline, multi, none) **Validity** |
| **Constraints**   * **Limitations on public access** (none, open, licencing, IPR, confidentiality) **Confidentiality** * **Use constraints** (open, legal constraints, operational constraints) **Availability** |

See also: Data Quality Dimensions, UK Government: <https://www.gov.uk/government/news/meet-the-data-quality-dimensions>