**New data tools - PROPOSAL Form (1)**

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| 1. **PROPOSAL**
 |
| * 1. **Title**

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| **1.2 Brief Description / Overview**  |
| * 1. **Publication type**

Data only[ ] Data and Data tool [ ]  Data tool only [ ]  (pi*ck from data tools below)*Data visualisation (spotfire) [ ] Data visualisation (other) [ ] *please specify (if known):*       Map [ ]  |
| * 1. **Publication location** *(tick all that are relevant)*

SEPA (internal)[ ] SEPA (external website) [ ]  Scotland’s environment web [ ]   |
| * + 1. **If publishing external, will the data be open or restricted access**

**Open** [ ] **Restricted** [ ]  *Specify who it will be restricted to:*       |
| * + 1. **Deadline for delivery:**

      | **1.5.2 Deadline set by:**      |
| * 1. **Who has approved the publication of the data / data tool?**

Yes [ ]  *please specify name of individual & position, or management group, and date approved*:      No [ ]  |
| **1.7 Business Drivers** *(Why is it required, link to AOP / SEPA sector(s), including any operational / legislative / policy/statutory reporting links)*      |
| **1.8 Users** *(please be as specific as possible e.g. not “general public” or “communities” and attach any evidence of user need)*      |
| **1.9 User information requirements** *(tasks, activities, decisions that require the data, what questions will the data answer, potential frequency of use)*      |
| **1.10.1 Product Owner** Name:       Email:       Telephone:       ***For SEPA only*** - Portfolio/unit:      ***For SEWeb only*** - Organisation:       | **1.10.2 Delegated IAO**Name:       Email:       Telephone:       ***For SEPA only*** - Portfolio/unit:      ***For SEWeb only*** - Organisation:       | **1.10.2 Developer**Name:       Email:       Telephone:       ***For SEPA only*** - Portfolio/unit:      ***For SEWeb only*** - Organisation:       |
| **1.11 Data requirements****1.11.1 Are the data sets and sources and ownership known**Yes[ ] please complete the **Data Profile form (2)**  No [ ]  Summary note of any data issues known at this stage:      **1.11.2 Any other useful information about the data**:      Other useful information, if known, could include:* What spatial scale does data need to be viewed at? Is the data already categorised at the spatial scales of interest?
* Does the tool need to combine datasets from multiple sources?
* Are any reports/downloads required of the application?
* Are there any dependencies or links to other data applications (SEPA internal, SEPA external, Scotland’s environment web)
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| **For developer use only**  |
| **DATA**New [ ] Enhancement to existing [ ] Full replacement [ ]  | **DATA TOOL**New [ ] Enhancement to existing [ ] Full replacement [ ]  |
| Are additional **funding/resources** required Yes [ ]  No [ ] Has it been secured Yes [ ]  No [ ] If yes, please specify       | What is additional funding/resources required for       |
| **Priority**High [ ] Medium [ ] Low [ ]  | **Impact**High [ ] Medium [ ] Low [ ]  | **Development size**High [ ] Medium [ ] Low [ ]  |
| **Development difficulty**High [ ] Medium [ ] Low [ ]  | **Audience Size**High [ ] Medium [ ] Low [ ]  | **Ongoing support/maintenance**High [ ] Medium [ ] Low [ ]  |
| **Are there any development software licence considerations**Yes [ ]  please specify      No [ ] **Frequency of update** (including timetable, if known):      | **Will users require training on the tool** (if known)Yes[ ] Provide a summary of any training requirements, target audience, and who will provide the training:     No [ ]   |
| **SEPA developer input** Analyst programmer [ ] GIS developer [ ] Spotfire developer [ ] Systems Analyst [ ] System Test [ ] Web team [ ] Other [ ]  please specify:      **Has SEPA Digital Strategy Group approved developer resource?** Yes [ ]  please specify group and date approved      No [ ]  | **Other external input** (input required and by who)      |
| **Dependencies** on any other **SEPA** / **SEWeb** data and/or product(s)       | Has **Delegated IAO** reviewed?Yes [ ]  No [ ]  | Has **SEPA IAO** been informed? Yes [ ]  No [ ]  | Has **SEPA corporate legal services (CLS)** reviewed? \*Yes [ ]  No [ ]  |

\*Jen McWhirter, SEPA Corporate Solicitor