

Open Data Policy

Policy Manual Number 39-2

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Background

Open data is the practice of proactively publishing data of high value to the public, in its rawest possible form, via easily accessible channels under non-restrictive licensing.

There has been a rapid acceleration in the adoption of open data practices and technologies across both national and state governments during 2013-2014. Council has also successfully piloted the open publishing of some spatial datasets during this period. As a significant collector and manager of data, Local Government has an increasingly important role to play to ensure our data is able to be re-used by the public sector, community and industry to obtain the benefits described within this Policy.

Benefits

Benefits arising from this Policy include:

- Promotion of open, transparent and accountable local government;
- Contribution to the development of new businesses and industries that make use of government data;
- Promotion of citizen engagement with local government;
- Enabling data sharing between departments, local governments and across jurisdictions;
- Support for evidence-based policy and research.

Scope

This Policy is restricted to data Council holds copyright over.

Target audiences include Council and other government jurisdictions, academia, industry (including software developers) and members of the public who are interested in or have a specific use for Council data.

Purpose

The Policy's purpose is to:

- Facilitate the release of high-value datasets by Council departments to the public in a safe and consistent manner;

- Make explicit Councils commitment to open data;
- Support 3 strategies contained in the [interim Glenorchy City Council Strategic Plan 2013-18](#) around accessible information, transparency and efficiency; and
- Comply with our obligations under the [Right to Information Act 2009](#) which mandates the routine and proactive release of information.

Policy Statement

1. Open by default

Data will be open by default unless there is a specific, overriding reason for the data not to be released.

2. Protected where required

Data will not be released, or not released in full, where any of the following conditions cannot be avoided:

- ✗ Privacy – where personal information is involved;
- ✗ Security – because of the nature of the data which may expose citizens to increased risk in some form at any level of jurisdiction;
- ✗ Confidentiality – because of the nature of the data or because contractual promise has been made in relation to the data;
- ✗ Legal privilege – attaches to certain legal advice; or
- ✗ Public interest – where public interest considerations against disclosure outweigh public interest considerations in favour of disclosure.

3. Prioritised

High-value datasets will be prioritised for release in line with public and industry demand. This does not preclude perceived low-value datasets from eventually being released, as hidden potential may be revealed by innovative users.

4. Discoverable

Data will be easily discoverable and searchable through [data.gov.au](#), or a Tasmanian Government equivalent should one be developed.

5. Usable

Data will be in standard formats for maximum usability. Characteristics that support usability include:

- ✓ Machine-readable formats;
- ✓ Non-proprietary formats;
- ✓ Provision in its rawest possible form where possible, prior to any aggregation or modification;
- ✓ Structured to support inter-agency data sharing where practical;

- ✓ Completeness; and
- ✓ Good metadata (metadata explains what the data is about and its quality).

Examples of open formats can be viewed at [Ausgoal](#).

6. Data Quality

Data will be collected and maintained of sufficient quality to support publishing as open data to ensure efficacy for users. Where there are limitations in quality or completeness users will be alerted to the limitations via metadata as described in point 5 above.

7. Free where appropriate

Data will be free where appropriate, to encourage widespread use. Where this is not possible, it shall be supplied at a reasonable price based on the public interest rather than income generation or financial gain.

8. Timely

Data will be current, and if practicable, live with real time feeds to enhance the utility of the data. Updates of static data will be provided in a timely manner wherever possible

9. Licensed

Data will be published under the [Creative Commons](#) licensing framework using the Attribution 3.0 Australia licence ([CC BY](#)). This licence is recommended to all tiers of the public sector as the licence of choice for open data by the Australian Government. Where required an alternative form of open licence may also be applied to enable data to be used more widely such as the [Open Data Commons Open Database License](#) (ODbL).

10. Approved

All data proposed for publishing under these principles will be submitted to the Information Management section for final approval, registering, licensing and publishing. This ensures expert appraisal and consistent publishing methods are applied under the standard procedures used by the Information Management Section. These are guided by best practice and relevant legislation. This relieves general Council staff from the need to be experts in this field and encourages the release of data rather than placing onerous compliance responsibilities back onto staff.

Related guidance

This policy should be read in conjunction with relevant guidance provided in:

[Right to Information Act 2009](#);

[The Tasmanian Government Information Licensing Framework 2010](#);

[Government 2.0 \(Australian Government\)](#); and

[Tasmanian Government ICT Strategy 2011 \(Objective 3\).](#)
[Personal Information Protection Act 2004](#)

This policy rescinds

None

Review

This Policy will be maintained by the Information Management Section of ICT and will be reviewed at least every two years or whenever the Tasmanian Government releases its own open data policy.

The progress of open data publishing will be reported to ELT on an annual basis.

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Status:

Approved 13/10/14

POLICY DOCUMENT CONTROL SHEET

Policy Name: Open Data Policy

Policy No: 39-2

Department: Corporate Services & DEC

Date Policy Approved by Council:

Reviewed by (Name and Job Title of officer)	Nature of Amendment (List changes made to Policy)	Date Council Endorsed Amendment
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