OPEN DATA POLICY
No. 0086.100.E.R

GOVERNANCE

1   PURPOSE

The purpose of this policy is to guide staff and contractors on the provision of Council-owned datasets in its open data websites. This includes all datasets and databases stored in various formats.

2   SCOPE

This policy applies to Council staff, Elected Members and contractors in relation to data creation and collection, development of systems that collect or create data and any modernisation of existing or new data systems.

This policy determines how open data will be readily available and reusable and appropriate open licensing will be in place to facilitate its use.

3   POLICY STATEMENT

Council recognises the value of open data to stimulate economic growth, foster innovation, facilitate greater transparency and increase efficiency which provides value to the community.

Council is committed to identifying, collating, and publishing relevant, accurate, high quality datasets to its owned and operated websites, including open data and transparency portals, providing value of Council data to drive innovation and improve the delivery of services. Data will be made available in machine-readable formats, while appropriately safeguarding sensitive information and rigorously protecting privacy.

Council will make available Council-held public data which does not contain personal information, in an easily reusable format for the community to utilise in innovative ways to deliver services and develop new applications that will benefit the community. Furthermore:

a) Council aims to ensure public data is freely available, in a digital machine readable and standard format

b) Council aims to actively encourage, promote and nurture the use of its open data to provide new and innovative technology services to enhance the efficiency and responsiveness of Council

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c) Council aims to self-publish data as available and ensure its accessibility across Government where possible by provision of data to other portals.

d) Council aims to actively encourage and promote the use of its open data for integration with other external datasets in order to enable discovery and innovative use by individuals or organisations

e) Council assures that no person or organisation will be disadvantaged by the introduction of the technology or the data

f) Council will work with other government agencies and the private sector as required to ensure technology is optimal, information is efficient and to reduce red tape; and

g) Open data is available for use under the Creative Commons Attribution 3.0 Australia (CC BY 3.0 AU) license and is made available after acceptance of the terms and conditions for its use.

3.1   OPEN DATA PRINCIPLES

Council data is considered open data in accordance with this policy if it complies with the following principles:

Public - Consistent with the City of Darwin's commitment, Council will start from a position of data openness, favoring the release of data unless by law, privacy, confidentiality, security, or other valid restrictions. Only data owned by the Council or licensed to Council will be released under this policy

Accessible - Open data is made available in a machine-readable format that makes it easy to use, transform and reuse. Open data is made available to the widest range of users in formats that are non-proprietary and publicly available.

Described - Open data is described so that consumers of the data are informed of metadata, data elements and data dictionaries, if applicable.

Reusable - Open data is made available under an open license that places no restrictions on their use commonly under a Creative Commons Attribution License.

Timely - Open data is made available in a timely fashion as necessary to preserve the value of the data. The frequency of publishing is determined by the data source.

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4 DEFINITIONS

Datasets are a collection of data presented in tabular or non-tabular format.

Machine-readable Data or computer-readable data, is data in a format that can be processed by a computer that is structured data.

Metadata is data that defines and provides information about one or more aspects of the data through summarising, allowing users to discover, manage, control and understand that data. For example: title, author, references, spatial, etc.

Open Data is digital information that has been collected and published by City of Darwin and made available for reference or analysis of the community. Data does not include software.

Open Data Portal is a web-based portal for Open Data datasets.

5 LEGISLATIVE REFERENCES

Australian Copyright Act 1968
Australian Privacy Act 1988
Information Act 2002 (NT)
Local Government Act 2019 (NT) - Section 292 Public access to information

6 PROCEDURES AND RELATED DOCUMENTS

City of Darwin Code of Conduct
City of Darwin Computer Usage Policy
City of Darwin 0033.100.E.R Privacy Policy
City of Darwin 2001.100.I.R Records and Information Management Policy

7 RESPONSIBILITY AND APPLICATION

The Chief Executive Officer (or delegated authority) is responsible for ensuring this policy is understood and adhered to by Elected Members and relevant City of Darwin staff.

The General Manager Innovation, Growth and Development Services is accountable for the overall management of this policy and complies with the requirements of the *Local Government Act 2019* (NT), Chapter 14 Reporting and Public Disclosure Part 14.2 Public Access to Information.

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