



X0000: OPEN DATA POLICY

Policy Type:	Council Policy
Responsible Department:	Business Systems & Solutions
Responsible Officer:	Manager Business Systems & Solutions
Related Policies and Procedures:	<i>Freedom of Information Statement</i> <i>Smart City Action Plan 2023 - 2027</i> <i>Privacy Policy</i>
Community Plan Link	Civic Leadership 4.1 – We have strong leadership and governance 4.2 – Council provides best value services to the community 4.3 Our business systems are effective and transparent
Date Adopted:	
Last Council review:	
Next review date:	
ECM Doc Set ID:	

1. PURPOSE

The City of Unley recognises the value of its data and it being appropriately available for the public to access, share and use.

As technology systems advance and collect data on places that people live, work, and play, Council must identify ways to share and utilise this data to maximise the value back to the community.

Open Data supports Council to:

- Foster greater transparency, accountability and informed decision making
- Drive innovation and economic development
- Improve service delivery
- Be more cost effective and efficient
- Network and collaborate with other public and private organisations

The purpose of this policy is to provide guidance and advice for managing the publication of open data.

2. SCOPE

The volume and potential use of data is growing and evolving. As Council collects and uses a vast array of data across its operations, it is important to recognise this data as an asset, and source of value to the community.

Where possible, Council will prioritise open data where:

- Data is in demand and / or high value
- It improves the discoverability and usability of existing datasets
- New data collection and creation falls within the scope of this policy

Exceptions to open data will apply to protect sensitive information held by Council. These exceptions relate to requirements including but not limited to:

- Privacy
- Security
- Confidentiality
- Legal privilege
- Commercial considerations
- Public safety
- Public health
- Security and law enforcement
- Other legal compliance obligations

3. PRINCIPLES

The review, classification, and release of data is subject to the capacity of the Business Systems & Solutions team and relevant data custodians. Whilst all effort will be taken to make data available, other Council initiatives and projects may take resourcing priority.

For the purpose of data sharing directly with other public sector agencies, City of Unley will be guided by the principles in the Public Sector (Data Sharing) Act 2016 whereby data is shared using trusted access principles:

- Safe projects
- Safe people
- Safe data
- Safe settings
- Safe outputs

For the publication of open data, the City of Unley commits to the below principles outlined in the *International Open Data Charter*.

Principle 1: Open by Default

Non-sensitive data will be published unless its availability is restricted for reasons of exception noted within the scope of this policy.

Principle 2: Timely and Comprehensive

To utilise data in its most valuable form, it must be complete and provided in a timely manner. Where possible, data will be made available as soon as practicable where it is covered by the scope of this policy, and will be appropriately classified, stored, and published to maintain a high standard of integrity.

Principle 3: Accessible and Usable

Data will be published in a manner that amplifies the user experience. This includes publishing data free of charge and where possible in formats that are:

- Easily accessible and usable
- Machine readable
- Spatially enabled
- Available for reuse such as those published under a Creative Commons Attribution Licence.

Principle 4: Comparable and Interoperable

Council data will be published with a multiplier effect in mind. Compounding and connecting datasets using a common standard increases the value and utilisation of data.

Principle 5: For Improved Governance and Citizen Engagement

Data will be published to promote transparency, accountability, and community confidence in Council services and operations.

Principle 6: For Inclusive Development and Innovation

Datasets will be prioritised for release to enable discovery and innovative use. High-value datasets aligned with demand from other Council business units, the public, and industry as determined through stakeholder consultation will be given priority.

4. DEFINITIONS

Key Term / Acronym	Definition
International Open Data Charter	The International Open Data Charter is a set of principles and best practices for the release of governmental open data. The charter was formally adopted by seventeen governments of countries, states, and cities at the Open Government Partnership Global Summit in Mexico in October 2015. Australia adopted the Charter in 2017.
Open by Default	Open by Default, as widely used in the contexts of Open Government and Open Data, is the principle in which government makes its data accessible to the public by default, unless there is a sufficient justification to explain that greater public interest may be at stake, as a result of disclosure.
Creative Commons Attribution Licence	Creative Commons is a non-profit organisation that develops copyright licences free of charge. The licences allow owners of data to reserve and waive certain rights that foster innovation and creativity without compromising ownership. An "Attribution Licence" allows others to use data for non-profit and commercial purposes, but they must attribute the content source, e.g. The City of Unley.
Data custodian	A data custodian is a member of Council staff who has administrative or operational responsibility over Council data within their relevant business area.

5. LEGISLATION/REFERENCES

Public Sector (Data Sharing) Act 2016

6. POLICY DELEGATIONS

Nil applicable

7. AVAILABILITY

The policy is available for public inspection during normal office hours from;

Civic Centre

181 Unley Road

Unley SA 5061

A copy may be purchased for a fee as determined annually by Council.

It is also available for viewing, download and printing free of charge from the Council's website, www.unley.sa.gov.au

8. DOCUMENT HISTORY

Date:	Council/Committee/Internal	Comment:
28/2/2020	Internal	Draft policy for initial consultation
16/11/2022	Internal	Updated draft policy for consultation