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<b>Date of Review</b>	30 June 2024	

## 1. Statement

Ipswich aspires to become Australia's most livable and transparent local government. A City which will harness the potential of new technologies and data to increase the trust and confidence of the general public in a sustainable way that increases engagement and reduces cost. Ipswich must be an open City, inviting new forms of collaboration and innovative ideas by using Open Data that anyone can access, use, share and interrogate.

Ipswich City Council acknowledges that appropriately anonymised Council data will stimulate innovation and enable economic outcomes and support evidence-based decision making.

Whether its data on local housing in Ipswich, conservation areas, organising sporting events, family days out, finding General Practitioners or Dentist locations, or financial data, Ipswich City Council (ICC) believes open data can help people better understand and interact with the City of Ipswich.

## 2. Purpose and Principles

This policy will assist in managing open data according to key principles, regulations and community expectations which will lift the visibility of data as a strategic asset.

This policy details the context for sharing Ipswich City Council data with the public which has wide reuse potential. Open data is often linked with wider open government initiatives that address transparency of all information and other matters which are outside the scope of this policy.

In managing Council's open data, Council will:

1. Only use data that has been Unclassified as per the Ipswich City Council Data Classification Standard as Open Data.
2. Ensure open data licensing utilising the Creative Commons Attribution v4.0 Licence (CC-BY).<sup>1</sup>

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<sup>1</sup> <https://creativecommons.org/licenses/by/4.0/>

3. Publish open data sets on the Transparency and Integrity Hub (TIH) and on data.gov.au
4. Only share third party data in accordance with the conditions of the licence the data has been made available under.
5. Via the Executive Leadership Team review potential new open data sources and approve release quarterly, to identify new potentially high value open data assets and assess any data requests received.
6. Ensure Council's open data objectives will be shaped by a commitment to safeguarding people's privacy and take care to maintain the integrity and security of its data assets which contain information about people.
7. Maintain the integrity, accuracy, timeliness, privacy and metadata of all open data published.
8. Ensure any anonymization and/or aggregation of personal data will be done in accordance with best practice guidelines promoted by the Office of the Australian Information Commissioner (OAIC), Queensland Office of Information Commissioner and endorsed by data experts.
9. Ensure all open data activities are informed by Council's Information Privacy Policy, Right to Information Policy and Human Rights Policy.
10. Ensure that data can be requested for release as open data through data.gov.au and/or the Ipswich City Council TIH.
11. Adopt metrics to measure success and monitor progress.

### 3. Strategic Plan Links

This policy aligns with the following iFuture 2021-2026 Corporate Plan themes:

- Vibrant and Growing
- Safe, Inclusive and Creative
- Natural and Sustainable
- A Trusted and Leading Organisation

### 4. Regulatory Authority

Council is bound by the following legislation that should be read in conjunction with this policy:

#### Legislation:

- Information Privacy Act 2009 (Queensland)
- Human Rights Act 2019 (Queensland)
- Electronic Transactions Act 2001 (Queensland)
- Right to Information Act 2009 (Queensland)
- Public Interest Disclosure Act 2010 (Queensland)
- Crime and Corruption Act 2001 (Queensland)
- Local Government Act 2009 (Queensland)
- Local Government (Dissolution of Ipswich City Council) Act 2018
- Local Government Regulation 2012 (Queensland)

Policies, Strategies and other documents that should be read in conjunction with the policy:

**Ipswich City Council Policies and Strategies:**

- Information and Communications Technology (ICT) Policy
- Right to Information Policy
- Information Privacy Policy
- Human Rights Policy
- Record Keeping Policy
- ICT Strategy 2019-24
- Smart City Blueprint

**Other**

- Ipswich City Council Data Classification Standard
- Ipswich City Council Privacy Statement
- Ipswich City Council Personal Information Digest
- Ipswich City Council Media Enquiries and Requests
- Creative Commons Licence – <http://creativecommons.org/>

**5. Human Rights Commitment**

Ipswich City Council (Council) has considered the human rights protected under the *Human Rights Act 2019 (Qld)* (the Act) when adopting and/or amending this policy. When applying this policy, Council will act and make decisions in a way that is compatible with human rights and give proper consideration to a human right relevant to the decision in accordance with the Act.

**6. Scope**

The core matters addressed by this policy include the release, licensing and management of open data by Council.

**7. Roles and Responsibilities**

All staff are responsible for ensuring their own compliance with this policy.

**8. Key Stakeholders**

The following will be consulted during the review process:

- Legal Services Section

**9. Monitoring and Evaluation**

Specific measures that will determine the success and effectiveness of the policy include:

Aim
Make Council data more widely accessible
Engage people in using Council open data
Improve Council open data literacy
Understand how data is being used inside the Council
Strengthen Council data infrastructure

## 10. Definitions

**Creative Commons** licences provide a simple and standardised way for individual creators, companies and institutions to share their work with others on flexible terms without infringing copyright. The licences allow users to reuse, remix and share the content legally<sup>2</sup>.

**Creative Commons Attribution (CC-BY)** is a licence that allows users to distribute, remix and build upon a work, and create Derivative Works – even for commercial use – provided they credit the original creator(s). It is the most accommodating of the Creative Commons licences in terms of what others can do with the work<sup>3</sup>.

**Data** is information available in a form suitable for storage in, or processing by computer software. Data typically comprises numbers and text but can also comprise items such as images, sounds and symbols. A dataset is a collection of related data records.

**Metadata** is data that provides context or additional information about other data, allowing users to find, manage, control and understand that data.

**Open data** is data anyone can use, access and share.

## 11. Policy Owner

The General Manager (Corporate Services) is the policy owner and the Chief Information Officer (ICT) is responsible for authoring and reviewing this policy.

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<sup>2</sup> Creative Commons Australia, About Licences.<http://creativecommons.org.au/learn/licences/>

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