

 M O N C T O N	POLICY	Owner Department: Information Systems
	Open Data	
Effective Date: February 1, 2017	Last Reviewed Date: August 21, 2019	
Approving Authority: Moncton City Council	Replaces No.: 1104	

1. Purpose Statement

The Open Data Policy outlines the goals, roles, and responsibilities related to the City of Moncton's efforts to make data routinely available in machine consumable format for any public use. The Open Data Policy supports the City of Moncton's commitment to Open Government. Open Government assists the City of Moncton in enriching customer service and proactively addressing enquiries and complaints in a timely and accurate manner. Data released by the City has the potential to be both impactful and beneficial, contributing to the livability of our city. Open data allows for direct visibility into how decisions are made, empowers citizens and enhances the relationship between citizens and public organizations.

2. Definitions

What is a dataset: a structured file format (including geospatial formats) that can be read by a machine, such as spreadsheets, comma delimited, Extensible Markup Language (XML), or JavaScript Object Notation (JSON)

What is not a dataset: a report, a flyer, some web applications, a PDF document, anything that cannot be exported or used by a machine.

Machine consumable Data means data that can be translated by a computer or other type of equipment. Portable document format (PDF) is not machine consumable.

Enterprise Information Management means a set of business processes, disciplines and practices used to manage the information created from an organization's data.

Open Data means data that can be freely used, reused and redistributed by anyone - subject only, at most, to the requirement to attribute and share alike.

Open Government represents a means to promote transparency, accountability and accessibility of good governance and fosters a culture of collaboration and improved service to the public.

3. Policy

The City of Moncton will share with the public its open and accessible datasets while adhering to rights of privacy, security and confidentiality as identified in applicable legislation.

4. Goals

The Open Data Program exists to:

1. Improve public understanding of City operations and other information concerning their communities.
2. Generate economic opportunity for individuals and companies that benefit from the knowledge created by Open Data.
3. Empower City employees to be more effective and identify opportunities to better serve the public.
4. Encourage the development of innovative technology solutions that improve quality of life.

5. Responsibilities

1. Information Systems will:
 - A. Publish open datasets in machine-consumable format via a city website allowing the public to develop digital applications that may improve government transparency and public participation, enhance access to City services, and ultimately strengthen democracy and contribute to a more liveable city.
 - B. Post on the Open Data website, an Open Data license, procedures, supported file formats, glossary, and other dataset context information to promote responsible use of City of Moncton information.
 - C. Maintain an Open Data contact email to respond to public inquiries related to Open Data.
2. City departments will:
 - A. When planning for new systems or data collection projects, or modifying existing systems or processes, City departments and offices shall consider which datasets and associated metadata should be published as Open Data.
 - B. Review and approve each dataset prior to its initial publication to the Open Data Portal.

6. Administration and Contact

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