



Identifying data for release

What data does my agency collect and manage?

- Existing data (current and historical data)
- Future data collection and creation (new data)
- Data collected by the agency's contractors, consultants and grant recipients

What data should I consider for release?

- Data that can improve and streamline the operation of government
- Data with potential value to the community and industry
- Also consider the value and intended outcomes of openness against the cost and potential implications of making a dataset open

What data should I prioritise?

- Data already publicly available but requiring improvements in discoverability and usability
- Data with high potential value and outcomes for government, industry or the community
- Data in high demand by the public

Is the data appropriate and suitable for release?

- Privacy
- Confidentiality
- Commercial
- Security
- Legal privilege
- Public interest



Preparing data for release

How should I approach licensing and charging?

- Use existing licensing arrangements if consistent with the principles of the Policy
- Alternatively, use standardised licensing frameworks, such as Creative Commons
- There may be different approaches to licensing where there is copyright, legislative or other restrictions
- Consider whether the data has intellectual property
- Data should be made available at no cost to users wherever possible

How should I format the data to make it usable?

- Use non-proprietary, machine-readable formats
- Data should be published as collected at the source, with a high level of granularity
- Some data will be published in aggregate or modified forms e.g. due to privacy

How do I make the data easy to understand?

- By attaching metadata describing the nature of the data
- Providing a statement regarding the data's purpose, quality and any caveats

How often should I publish data?

- Data updates should be published as soon as possible, or on a timely and consistent periodic basis
- Where practical, updates to data should be published in an automated fashion



Publishing data progressing open data

Where should I publish the data?

- Publish the data on data.wa.gov.au, the Western Australian Government online data portal
- Publish the data on your agency's website, and link back to data.wa.gov.au

What else should I do to progress my agency's open data practice?

- Assess your agency's progress towards a position of open data maturity and monitor the benefits and outcomes of implementing open data
- Nominate a single point of contact in your agency for the release of open data
- Ensure open data is reflected in your agency's relevant documents e.g. the IP policy and information management policy, and/or develop your own agency-level open data policy

Further assistance and advice

Landgate as the lead agency for implementation of the open data policy will provide further assistance and advice to agencies where required.