

**OPEN DATA PRINCIPLES**

**Why do we need these?**  
It is important that clear principles of what is expected when publishing open data are outlined from the start. Everyone who contributes to the city platform (Data Mill North) will need to adhere to the same standards to ensure that data can be easily interpreted, re-used and analysed.

**Principles**

* Published data is not subject to privacy, security or privilege limitations
* Where possible, data is as collected at the source, with the highest possible level of granularity
* Data is available to the widest range of users for the widest range of purposes
* Data is reasonably structured to allow automated processing
* All data should be published using an open licence
* Data is available in a non-proprietary and machine-readable format
* All data should conform to a minimum of 3\* open data standard
* Always publish accurate metadata
* Publishers must provide help guidance and where possible, video guides to provide clarity and context to the data
* Scheduled release dates should be adhered to by publishers
* Publishers should identify what data they could publish
* Publishers should continually look to improve the quality of their data
* All publishers should be aware of and abide by the Terms of Use prior to publication