



Open Data Policy

Policy Number: TS-03

Effective Date: March 01, 2018

Approved By: Chris Blue, Town Manager

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POLICY

The Town of Chapel Hill believes that public information should be open to everyone. We'll share our data in a way that follows the law and is easy for everyone to use. We have a program called Open Data. This program helps us share important information that's easy to read and use. We want everyone to be able to access this information freely and use it however they want. All the departments in our town will help with this.

PURPOSE

The Open Data program helps us be more open and makes it easier for everyone to get important information. It improves how we provide services and helps different town departments work together better.

Open Data helps people understand and take part in how the town is run. When the government shares its information openly, it helps people come up with new ideas. This information can be used in ways the government might not think of. It gives companies, people, and groups a chance to use one of government's most important things: public information.

Open Data also encourages creative thinking about how to solve our town's problems. It helps us work together with other groups and share information between different parts of the town. While doing this, we'll always make sure to keep people's privacy and security safe. This way, we can be more open and accountable through Open Data. The Chief Information Officer is authorized to issue procedures consistent with this policy.

R.E.S.P.E.C.T. VALUES



Professionalism: We are committed to the excellence and accountability of our own performance as well as the performance of the organization. We carry out our jobs efficiently and effectively, are open to feedback about our performance and show a willingness to learn.

APPROVAL

Chris Blue, Town Manager



Open Data Procedures

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Approved By: Scott Clark, Chief Information Officer

PROCEDURES

Guiding Principles of Open Data:

We try new ideas and collect information to see how we can improve. Open Data is always changing, and our work should change with it.

We ask for input from the public to meet their needs and provide the best possible experience.

Town staff work together to make data open:

- We trust each other to keep data open for the reasons listed above.
- We listen to each other's ideas.
- We share information with the public and with each other.
- We need each other to make this policy work.
- We work together to overcome any problems we face.
- We follow our RESPECT values to achieve our mission and goals.

General Expectations:

Town staff should work together to meet our Open Data program goals.

PROCEDURES APPROVED BY

Chris Butts, Chief Information Officer

POLICY HISTORY

Issued March 1, 2018

Updated with Plain Language September 2024

SCOPE

This policy replaces and supersedes any previous Town policies, departmental policies, handbooks, or unwritten policies or practices covering the same subject. Departmental policies in compliance with this policy are referenced in the section below, **Related Information**. In the event of any disparity between this policy and the Town's Code of Ordinances and/or applicable local, state, or federal laws, the Town's Ordinance and/or applicable laws shall prevail.

RELATED INFORMATION

[Chapel Hill Open Data Portal](#)