

NO: **R150**

COUNCIL DATE: **SEPTEMBER 8, 2014**

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## REGULAR COUNCIL

TO: **Mayor & Council**

DATE: **August 26, 2014**

FROM: **Acting General Manager, Engineering**

FILE: **4250-01**

SUBJECT: **Open Data Program Policy**

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## RECOMMENDATION

The Engineering Department recommends that Council:

1. Adopt the Open Data Policy attached as Appendix I to this report; and
2. Approve the official launch of Surrey Open Data Catalogue (the Catalogue) attached as Appendix II to this report.

## BACKGROUND

Mayor and Council want the City of Surrey to be open, transparent, and accessible. A key element of this is the development of an Open Data Program. An Open Data Program removes barriers and sets the rules by which data is made available to the public in valuable, machine readable datasets.

## DISCUSSION

Surrey's Open Data Program is the cornerstone of the City's commitment to be an open, transparent and accessible government that seeks to strengthen trust and engagement between citizens and government. Open Data is the idea that certain data should be freely available to everyone to use and republish as they wish, without restrictions. Increased access to data can accelerate socio-economic developments, health care, education, economic productivity, and scientific research.

Developing awareness and engaging other agencies and the public have been critical steps to achieving program goals of access to data, as described below.

## **Awareness**

The first step was to increase awareness of the Open Data movement and what it could potentially mean for the City of Surrey. Awareness of our open data program will encourage a wide variety of uses, and will enable more informed decision making. Increased access to information and data is intended to reduce the volume and effort to reduce staff time to compile and provide data requests to the public that can be made readily available through this initiative. Increased awareness started through attendance at open data conferences, industry experts and public consultation, and discussion with, Mayor, and Council and staff.

## **Engagement**

The second step of engagement focussed on partnerships with community groups and agencies, including Fraser Health, Surrey Libraries, and Surrey Board of Trade amongst others. Staff have also directly engaged with the public through two successful Hackathons. The first event was held to provide meaningful feedback from citizens, academics, and technology enthusiasts on what data they were interested in, as well as how they wanted to access it. The experience gained from our first event was incorporated into our second Hackathon hosted in partnership with Surrey Libraries which was targeted for youth only. The first BC Youth Hackathon was characterized as being tremendously successful based on positive participant responses.

The Hackathons fostered an environment of innovation and collaboration between staff and citizens of all ages, backgrounds, and interests. Lastly, the City's Catalogue provides an online forum to solicit feedback from the public and to encourage public discussion on open data policies and dataset availability in the Catalogue.

## **Access to Data**

Surrey's new Catalogue is the primary means of achieving our goal to increase access to public data. The Catalogue will increase efficiency and productivity for staff and public by making the data readily available to everyone.

The City has endeavored to include a few highly sought after datasets including but not limited to:

- Crime incidents (discussed further below)
- Restaurant inspection reports from Fraser Health Authority
- Statement of Financial Information
- Aerial and Lidar imagery
- Sustainability indicators
- And over 300 other datasets

Crime incident data will focus on those high volume offences where a greater awareness regarding crime occurrences and concentrations of crime will have the biggest impact in terms of directing or influencing community engagement and mobilization to enhance community safety. Having a better understanding of neighbourhood conditions and relative risks with respect to victimization will help residents and businesses make informed decisions about proactive steps they can take to contribute to crime prevention and overall crime reduction efforts across the City.

The following crime types will be included in the crime incident dataset: commercial and residential break and enter, auto theft, theft from vehicle, shoplifting and graffiti. Traffic collision data will also be available to help raise awareness of the most problematic roadways and intersections in the City. Crime incident data will be updated and published on a monthly basis.

Based on industry best practices and public feedback, staff developed a world class site that will improve upon the public's ability to locate, visualize, download, and utilize information. Some highlights include:

1. More datasets available than any other municipality in Canada;
2. The ability to preview data in a map and download an area of interest only, instead of the entire dataset;
3. Dynamic access to datasets for near real time consumption in Apps;
4. Access to high resolution ortho/lidar/remote sensing datasets (Surrey is the only municipality to provide this feature); and
5. Adoption of the Open Government terms of use license, attached as Appendix III to this report, developed by the Canadian Federal Government and BC Provincial Government which will enable users to more easily integrate datasets from other jurisdictions and agencies (BC is the first municipality to adopt this).

We will continue to expand the open data program at Surrey with pride and enthusiasm as we endeavour to be a world class example in open data.

### **Next Steps**

Update Surrey's online content to refer to the new open data catalogue and raise awareness of this initiative through the City's website, notifications in the local newspapers and the media.

Some additional steps include:

1. Identify additional datasets that supports our strategic goals;
2. Assess FOIA requests to identify dataset opportunities;
3. Seek new partnerships with organizations and academia;
4. Solicit feedback from citizens utilizing the Catalogue's Suggest a Dataset; and
5. Due to the popularity, City Hall will host an annual Hackathon event where we invite the community to participate in exploring our data, generate new ideas, and gain a better understanding of its significance. We are currently discussing hosting a Fall 2014 Hackathon in partnership with Surrey Libraries.

### **SMART SURREY CONSIDERATIONS**

The Open Data program is an important component of the City's 'Smart Surrey' Strategy which seeks to build a city that uses technology and innovation to transform life and work within its region in significant and fundamental ways.

This Strategy complements and integrates with other City strategies including Sustainability, Economic Development and Social Plans to achieve the City's vision of a vibrant, healthy, connected, engaged community where people work, live and play.

## **SUSTAINABILITY CONSIDERATIONS**

Surrey's Open Data Program supports the Socio-Cultural Pillar of the City's Sustainability Charter under the following specific element of the Charter:

- EN14: Public Education & the Sharing of Information

## **CONCLUSION**

Surrey's Open Data Program is an example of our commitment to be an open, transparent, and accessible government. The City's new Open Data Catalogue will increase public awareness and engagement on civic issues that could help inform public policy and social programs and the design of practical solutions for the City's specific challenges.

Gerry McKinnon  
Acting General Manager, Engineering

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Appendix I – Open Data Program Policy  
Appendix II - City of Surrey's Open Data Catalogue  
Appendix III – Open Government License – City of Surrey

# CITY POLICY

No.

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REFERENCE:

APPROVED BY:

CITY COUNCIL

REGULAR COUNCIL MINUTES

DATE:

HISTORY:

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**TITLE:      OPEN DATA POLICY**

1.      Access to Data

In order to ensure a more transparent, effective and accountable government, the City of Surrey (City) shall take prompt steps to expand access to information by making its data freely available in the open data catalogue using open data standards while complying with applicable law and adhering to City policies and procedures.

2.      Purpose of the Policy

The purpose of the Open Data Policy is to remove barriers and set the rules by which City of Surrey data is made available to the public as valuable, machine readable datasets.

3.      Governance

- i)      An advisory group consisting of City staff will serve as a steering group for Open Data projects and related activity. Advisory group members will facilitate the review and approval of candidate datasets.
- ii)     The candidate datasets will be vetted through an appropriate City Committee (Police, Finance, Legal, Social Policy, etc.)
- iii)    Data updates will be determined by the type and frequency of reporting.

4.      Dataset Release

Each City department shall, to the extent practicable, and in consultation with the Advisory Group, make available online, through the open data catalogue, at a level of acceptable detail, appropriate datasets and associated metadata under their control. No protected data will be released, and only those datasets that meet the criteria set out in the Open Data Assessment Checklist may be posted to the Open Data Catalogue

All departments shall make reasonable and appropriate efforts to update its public datasets on a regular basis.

## 5. Legal Considerations

The release of datasets shall be balanced by the benefits of open data while protecting disclosure of information that is confidential, proprietary, or protected by law such as defined by the *Freedom of Information and Protection of Privacy Act* (FOIPPA), by the laws of the province of British Columbia and the applicable laws of Canada. The City's open data shall be made freely available under the terms of Surrey's Open Government License.

## City of Surrey's Open Data Catalogue

### 1) **Business and Economy**

The Economic Development and Sustainability Offices collect and analyze information to make investment decisions, encourage business growth and create municipal economic policy. Such information includes economic indicators, business licensing statistics, demographic profiles and building permits.

- 2001 Surrey Census
- 2006 Surrey Census
- 2011 National Household Survey Profile
- 2011 Surrey Census
- Availability of Employment
- Average Home Price
- Business Improvement Areas
- Business Licences 2011
- Business Licences 2012
- Business Licences 2013
- Business Licences 2014
- Businesses by Sector
- Economic Indicators
- Employees by Sector
- Employment in Arts, Culture and Recreation
- Farm Receipts
- Individuals with Low Income
- Industrial Land Base
- Land in Food Production
- Median Income for Immigrants
- Median Household Income
- Population Estimates
- Population Projections
- Post-Secondary Certification
- Post-Secondary Enrolment
- Rental Market
- Restaurants
- Traffic Volumes
- Transition to Post-Secondary
- Unemployment Rates for Immigrants
- Vacancy Rates for Commercial and Industrial Space
- Working Poor Families

### 2) **Community Services**

There are a variety of local community services, agencies, organization and information offered by both the City of Surrey and outside organizations. These services provide the building blocks of creating a strong and healthy community.

- Alternate Fueling Stations
- Availability of City Programs
- Collection Rear Laneways

- Collection Route Boundaries
- Collection Secondary Suites
- Collection Strata Complexes
- Elementary School Catchments
- Facilities that Offer City Programs
- Garbage and Recycling
- Garbage Recycling Collection Days
- Licensed Child Care
- Litter Containers
- Low Cost and Free Resources
- Participation in the Harvest Box Program
- Places of Interest
- Recycling Toter Collection Complexes
- Schools
- Secondary School Catchments
- Skills in Language Interpretation Among City Staff
- Social Housing
- Surrey Libraries 2013 Collections - Complete
- Surrey Libraries Circulation 2013
- Surrey Libraries Year-End Holdings 2013
- Surrey Schools Class Size
- Use of Civic Facilities

### 3) **Environment**

The City of Surrey is committed to protecting and enhancing natural and environmentally sensitive areas from harmful development. Policies and regulations with respect to environmentally sensitive development are contained in City plans and by-laws as well as in provincial and federal acts.

- Alternate Fueling Stations
- Aquatic Hubs
- Biodiversity Conservation Strategy
- Certified Green Buildings
- Community Gardens
- Community Waste
- Construction Waste
- Contours 1m
- Contours 5m
- Drainage 200 Year Flood Plain
- Drainage Dyke Infrastructure
- Drainage Erosion Protection Works
- Drainage Flood Control
- Drainage Sub Catchments
- Drainage Water Bodies
- Ecosystem Corridors
- Ecosystem Sites
- Energy Retrofits
- Environmental Programs
- GHG Emissions from City Facilities
- GHG Emissions from City Fleet
- GHG Emissions from Community Buildings
- GHG Emissions from Community Transportation
- Historical Climate Data - 1937-2007
- Integrated Stormwater Management Plans

- Park Natural Areas
- Park Passive Grass
- Park Paths and Trails
- Park Screen Trees
- Park Specimen Trees
- Park Unimproved Parkland
- Terrestrial Hubs
- Trees Planted
- Vegetative Cover
- Water Consumption

#### 4) **Finance**

The Finance Department provides financial expertise, advice and guidance to support City operations. They provide responsive service to their clients, leadership in improving City processes and maintain financial practices, policies and standards while supporting the City's Sustainability Charter.

- City Funding for Beautification Projects
- City Spending on Public Art
- City Tax Base
- Senior Government Investments in Community Infrastructure
- Library Payments to Suppliers for Goods and Services
- Payments to Suppliers for Goods and Services

#### 5) **Health and Safety**

The City of Surrey is responsible for the encouragement, regulation and enforcement of workplace health, safety and welfare. Residents and families are encouraged to maintain an active and healthy lifestyle and have the ability to attend both registered and drop-in programs.

- Availability of Doctors
- C.P.T.E.D. Certified Development
- Crime
- Criminal Offences
- Current Smokers
- Fire Hall Zones
- Fire Incidents
- Fraser Health Restaurant Inspection Reports
- Graffiti Reports
- Healthy Food Choices in City Vending Machines
- Incidences of Break & Enters
- Low Birth Weight Babies
- Vehicle Collisions

#### 6) **Imagery**

Consists of aerial photographs, satellite and LIDAR images that capture the City's land surface from a vertical perspective. All images have been geometrically corrected and some datasets date back to 1998.

- 1998 Orthophoto
- 2001 Orthophoto - Black and White

- 2001 Orthophoto - Colour
- 2003 Satellite
- 2004 Orthophoto
- 2005 Orthophoto
- 2006 Orthophoto
- 2007 Orthophoto
- 2008 Orthophoto
- 2009 Orthophoto
- 2010 Orthophoto
- 2011 Orthophoto
- 2012 Orthophoto
- 2013 Orthophoto
- 2014 Orthophoto
- Complete High Res Ortho/Lidar/Remote Sensing Data
- Elevation GRID 2009
- Elevation GRID 2013
- LIDAR Hillshade 2009
- LIDAR Hillshade 2013
- Raw LIDAR Data

#### 7) **Infrastructure**

The interrelated physical components of transportation, water, sewer and drainage infrastructure systems that provide commodities and services essential to enable, sustain or enhance societal living conditions.

- Capital Construction 2008
- Capital Construction 2009
- Capital Construction 2010
- Capital Construction 2011
- Capital Construction 2012
- Capital Construction 2013
- Drainage 200 Year Flood Plain
- Drainage Catch Basins
- Drainage Detention Ponds
- Drainage Devices
- Drainage Dyke Infrastructure
- Drainage Erosion Protection Works
- Drainage Flood Control
- Drainage Laterals
- Drainage Mains
- Drainage Major Catchments
- Drainage Manholes
- Drainage Monitoring Stations
- Drainage Open Channels
- Drainage Package
- Drainage Pump Stations
- Drainage Service Connections
- Park Catch Basins
- Park Lights
- Sanitary Catchments
- Sanitary Chambers
- Sanitary Flow System Nodes
- Sanitary Laterals

- Sanitary Lift Stations
- Sanitary Mains
- Sanitary Manholes
- Sanitary Nodes
- Sanitary Package
- Sanitary Valves
- Senior Government Investments in Community Infrastructure
- Service Requests
- Service Requests 2011
- Service Requests 2012
- Service Requests 2013
- Signs
- Transportation Package
- Water Assemblies
- Water Chambers
- Water Fittings
- Water Hydrants
- Water Mains
- Water Meters
- Water Package
- Water Pipe Bridges
- Water Pressure Zones
- Water Sampling Stations
- Water Service Areas
- Water Service Connections
- Water Utility Facilities
- Water Valves

## 8) Land Use and Development

The City of Surrey has a comprehensive set of plans, policies and regulations to guide future development. Land Use plans determine the location and type of development and policies and strategies provide a framework for the development of Surrey. Development projects that comply with these guidelines and requirements help the city grow and meet sustainability objectives.

- Addresses
- Age of Buildings
- Agricultural Land Reserve
- Anniedale Tynehead Neighbourhood Concept Plan
- Available Farmland in the Agricultural Land Reserve
- Biodiversity Conservation Strategy
- Buildings
- Campbell Heights Local Area Plan
- City Funding for Beautification Projects
- Cloverdale Town Centre Land Use Plan
- C.P.T.E.D. Certified Development
- Crescent Beach Local Area Plan
- Density on Transit Corridors
- Development Applications
- Development Statistics
- Douglas Neighbourhood Concept Plan
- Easements
- East Clayton Extension North of 72 Ave Neighbourhood Concept Plan
- East Clayton Extension West of 188 St Neighbourhood Concept Plan

- East Clayton Neighbourhood Concept Plan
- East Newton Business Park Neighbourhood Concept Plan
- East Newton North Neighbourhood Concept Plan
- East Newton South Neighbourhood Concept Plan
- East Panorama Ridge Neighbourhood Concept Plan
- Fleetwood Enclave Neighbourhood Concept Plan
- Fleetwood Town Centre Land Use Plan
- Highway 99 Corridor Local Area Plan
- Industrial Land Base
- Land Use Contracts
- Legal Plan Boundaries
- Local Area Plans
- Lots
- Morgan Heights Neighbourhood Concept Plan
- Multi-Family Housing
- Neighbourhood Concept Plans
- Newton Town Centre Land Use Plan
- North Cloverdale East Neighbourhood Concept Plan
- North Cloverdale West Neighbourhood Concept Plan
- North Grandview Heights Neighbourhood Concept Plan
- Official Community Plan
- Orchard Grove Neighbourhood Concept Plan
- Posting Plans
- Property Detail Listing
- Property Package
- Proximity of Homes to Amenities
- Rights of Way
- Road ROW Requirements
- Road ROW Requirements Downtown
- Rosemary Heights Business Park Neighbourhood Concept Plan
- Rosemary Heights Central Neighbourhood Concept Plan
- Rosemary Heights West Neighbourhood Concept Plan
- Secondary Plan Boundaries
- Semiahmoo Town Centre Land Use Plan
- South Newton Neighbourhood Concept Plan
- South Westminster Neighbourhood Concept Plan
- Subdivision Markers
- Sunnyside Heights Neighbourhood Concept Plan
- Ten Year Plan
- Town Centre Land Use Plans
- West Cloverdale North Neighbourhood Concept Plan
- West Cloverdale South Neighbourhood Concept Plan
- West Newton/Highway 10 Neighbourhood Concept Plan
- West Newton North Neighbourhood Concept Plan
- West Newton South Neighbourhood Concept Plan
- Zoning Boundaries
- Zoning Small Lot Single Family

**9) Local Government**

A local council authority that provides local services, facilities, safety and infrastructure for communities. While the municipality has autonomy on most decisions, all by-laws passed are subject to change by the provincial government at any time.

- Availability of City Programs
- Business Licences 2011
- Business Licences 2012
- Business Licences 2013
- Business Licences 2014
- City Volunteers
- Current Plans
- Economic Indicators
- Facilities that Offer City Programs
- GHG Emissions from City Facilities
- GHG Emissions from City Fleet
- Pay Parking Stations
- Population Estimates
- Population Projections
- Property Detail Listing
- Public Meetings
- Service Requests
- Service Requests 2011
- Service Requests 2012
- Service Requests 2013
- Surrey City Boundary
- Traffic Cameras
- Traffic Counts 2013
- Traffic Counts 2014
- Traffic Volumes
- Voting Locations

**10) Miscellaneous**

A diverse collection of datasets that are equally important but do not belong to a themed group.

- 2001 Surrey Census
- 2006 Surrey Census
- 2011 National Household Survey Profile
- 2011 Surrey Census
- Buildings
- Core Housing Need
- Early Childhood Development
- Easements
- High School Graduation
- Homelessness
- Number of Pocket Markets
- Proximity to Farmers Markets
- Renters in Need
- Roadside Memorials
- Survey Monuments

**11) Recreation and Culture**

Each community offers a diverse range of recreational spaces including gymnasiums, preschool sites, fitness studios, weight rooms, pools and outdoor spaces. The City of Surrey offers registered and drop-in recreational activities to keep its residents healthy, active and engaged.

- Arts and Culture Groups
- City of Surrey Parks and Recreation Programs and Activities
- Places of Interest
- City Spending on Public Art
- Community Gardens
- Cultural Businesses
- Cultural Celebrations at City Hall
- Cultural Spaces Provided by the City
- Employment in Arts, Culture and Recreation
- Heritage Routes
- Heritage Sites
- Important Trees
- Leisure Access Pass Participants
- Park Horticultural Beds
- Park Horticultural Zones
- Park Land
- Park Natural Areas
- Park Outdoor Recreation Facilities
- Park Paths and Trails
- Park Playgrounds
- Park Potential Donation Bench Locations
- Park Sports Fields
- Park Structures
- Park Trans Canada Trail
- Park Unimproved Parkland
- Public Art
- Walking Routes
- Youth-Centred Cultural Events

**12) Transportation**

The Transportation Department provides transportation options in Surrey regarding driving, cycling, walking, taking transit or finding a new smarter travel choice. Surrey's Transportation Strategic Plan shows the vision, goals, proposals and priorities for transportation in the city.

- Active Detours
- Active Real Time Traffic Obstructions
- Active Transportation Infrastructure
- Adopt A Street
- Alternate Fueling Stations
- Barriers
- Bike Routes
- Car Ownership
- Curbs
- Density on Transit Corridors
- Greenways
- Historic Roads
- Medians
- Mode of Travel to Work
- Pay Parking Stations
- Place of Work
- Poles
- Railway Crossings
- Road Centrelines

- Road Edges
- Road ROW Requirements Downtown
- Road Surface
- Sidewalks
- Traffic Calming
- Traffic Cameras
- Traffic Counts 2013
- Traffic Counts 2014
- Traffic Signals
- Traffic Volumes
- Trails and Paths
- Transit
- Transit Accessibility
- Transportation Package
- Truck Routes
- Vehicular Bridges

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