TORONTO TRANSIT COMMISSION
REPORT NO.

MEETING DATE: September 30, 2010

SUBJECT: TTC CORPORATE POLICY - OPEN DATA

ACTION ITEM

RECOMMENDATION

It is recommended that the Commission approve the TTC Corporate Policy – Open Data, which is attached hereto as Appendix 'A'.

DISCUSSION

The City of Toronto Open Data initiative involves making all collected public data available to the public via the City of Toronto's Open Data website (http://www.toronto.ca/open/). The overall goal of this initiative is to provide unfiltered access to public information. Information subject to privacy, security or privilege/confidentiality will not be provided.

TTC staff has worked with the City of Toronto staff to provide transit schedule, route, and stop data for publication on the City's Open Data website. At its meeting on July 14, 2010, the Commission received a status update regarding staff's involvement and work to support the City of Toronto's Open Data initiative, which includes the development of a formal policy for Open Data. The Commission approved a motion by Chair Giambrone to include real-time vehicle locations and historical/archival vehicle location as part of the new policy.

JUSTIFICATION

The TTC is committed to serving the public and ensuring that its operations are transparent and high service standard levels are maintained. The TTC's support of the City of Toronto's Open Data initiative is one component of ensuring transparency and accountability.

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September 30, 2010
14-46-31

Attachments

SUBJECT	CLASSIFICATION	DATE APPROVED	P/I NUMBER
Open Data	**Information Technology Services**		

1.0 <u>RESPONSIBILITY</u>

Chief Information Officer

2.0 <u>PURPOSE</u>

The Toronto Transit Commission ("TTC") is committed to serving the public and ensuring that its operations are transparent by providing access to public information. Information subject to privacy, security or privilege/confidentiality will not be provided. The City of Toronto Open Data initiative involves making all collected public data available to the public via the City of Toronto's Open Data website (http://www.toronto.ca/open/). The TTC supports the City of Toronto's Open Data initiative, as one component of ensuring transparency and accountability. This Policy is intended to ensure that all TTC electronic/digitized public data can be made available electronically via the City of Toronto's Open Data website.

3.0 <u>SCOPE</u>

This policy is intended to cover the provision of corporate wide TTC electronic/digitized public data to the City of Toronto's Open Data website. However, the initial data provided will be limited to information that is directly related to transit service planning and performance (i.e. routes, schedules, transit stop id's, transit stop location information). The initial data will also include real-time vehicle location, arrival times, and transit route definition information as well as historical and archival vehicle location information.

All data provided to the City of Toronto's Open Data website will comply with the following:

- The Municipal Freedom of Information and Protection of Privacy Act R.S.O 1990, Chapter M.56.

- TTC Policy 8.2.5 Freedom of Information and Privacy Policy

- TTC Policy 7.2.2 Computer Security – Assets and information.

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POLICY/INSTRUCTION

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4.0 <u>APPLICATION</u>

1.1. Data which is collected at the source and having the highest level of granularity is to be provided. Data which is aggregated or modified in any manner is not acceptable for disclosure.

1.2. Data shall be transmitted to the City of Toronto's data repository in a timely manner to preserve the value of the data.

1.3. Data provided shall be in an electronic/digitized format and reasonably structured to allow automated processing.

1.4. Data shall be provided in a format which is non-proprietary and over which no entity has exclusive control. In the event where the data utilises a proprietary data format, supporting documentation which fully describes the format used must be made available.

1.5. The data must be accessible and made available to the widest range of users for the widest range of purposes with no requirement of registration.

1.6. Public shall not be subject to registration or any undue process that prohibits receipt of electronic/digitized computer data.

1.7. The data provided must not be subject to any copyright, patent, trademark or trade secret regulations. Reasonable privacy, security and privilege restrictions may be exercised by the TTC.

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5.0 <u>PROCESS</u>

The TTC will establish a catalogue of electronic/digitized public TTC data which will identify the location and mechanism for accessing this data. The catalogue will be published on the City of Toronto Open Data website.

The TTC will review electronic/digitized datasets captured in regular business operations which may be candidates for publication on the City of Toronto Open Data website.

The TTC will regularly review requests for access to electronic/digitized data from external sources.

a. The Chief Information Officer maintains and staffs an Information Security Office where requests for access to electronic/digitized computer data are received and administered.

b. The Chief Information Officer prepares and distributes the request for electronic/digitized data to the respective General Manager(s) and their direct reports.

c. The General Manager(s) and their direct reports are responsible for ensuring that a response for all formal requests for electronic/digitized data is provided to the Chief Information Officer.

d. All electronic/digitized data to be provided City of Toronto Open Data website are to be forwarded to the Chief Information Office for processing.

e. The Chief Information Officer will establish and manage the technical infrastructure and process for transmitting data electronically for publication on the City of Toronto Open Data website.

6.0 <u>REFERENCE SOURCES</u>

None.

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