

## Open data – publication plan and schedule

December 2016  
Version 1.0



### Our values

- Integrity
- Commitment
- Accountability
- Pride in what we do
- Listening and engaging
- Creativity and learning

The Scottish Government published its Open Data Strategy in February 2015. This supports the government's aim of 'a Scotland which...recognises the value of data and responsibly makes use of data to improve public services and deliver wider societal and economic benefits for all'.

The Scottish Social Services Council (SSSC) fully supports this aim and the principles of making our data open and accessible to all.

The government requires all public organisations to produce an open data publication plan. This plan describes what open data is, and what we will publish and when. We will update this plan regularly as we publish new data sets.

### **What is open data?**

Simply put, open data is data that anyone can access, use and share<sup>1</sup>. As a public organisation, we believe we should make the data we collect and create available to the public for reuse.

The Scottish Government describes open data as:

- available at no cost to the user
- freely available to be used, redistributed and reused by anyone for any purpose, including commercial, without restriction; also known as an open licence
- available online in machine-readable formats
- easily discoverable through use of relevant metadata<sup>2</sup>.

The Scottish Government's aim is for all public organisations to publish open data in line with the 5 Star Open Data model. This model was proposed by Tim Berners-Lee, the creator of the world wide web. As a minimum standard, the Scottish Government wants to see open data published at 3-star level.

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<sup>1</sup> <https://theodi.org/guides/what-open-data>

<sup>2</sup> Open Data Resource Pack, Scottish Government, 2015

## Summary of the 5 Star Open Data model

★	Data available online with open licence permitting re-use.  For example - tables and charts in PDF document or scanned images.
★★	Data available online in a machine readable format, with open licence permitting re-use.  For example - Excel tables and charts.
★★★	Data is available online, in non-proprietary machine readable format, with open licence permitting re-use.  For example - Comma Separated Values (CSV) Extensible Markup Language (XML).
★★★★	Data is available online, in non-proprietary machine readable format, with open licence permitting re-use. Data is described in a standard way and uses unique reference indicators, so that people can point to your data.
★★★★★	Data is available online, in non-proprietary machine readable format, with open licence permitting re-use. Your data uses unique references and links to other data to provide context.

Any open data we make available will have an associated open licence. This licence will tell you what you can do with the data. We use the Open Government licensing scheme (OGL)<sup>3</sup>, although at present some of our data is also licensed under Creative Commons<sup>4</sup>.

We will never release personal or commercially sensitive data.

### What happens next?

We will identify potential data sets to publish as 3-star open data and produce a publication schedule by the end of December 2016.

We will publish initial data sets as identified in our draft schedule online by the end of December 2016.

We will develop a section of our website ([www.sssc.uk.com](http://www.sssc.uk.com)) to link to all of our open data.

When we add new data sets we will update the publication schedule.

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<sup>3</sup> <http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

<sup>4</sup> <https://creativecommons.org/licenses/>

## **What if I want data the SSSC hasn't published?**

You can request information from us under the Freedom of Information (Scotland) Act 2002 (FOI).

For more information on how to ask us for information under FOI, please visit <http://www.sssc.uk.com/about-the-sssc/access-to-information/freedom-of-information-requests>.

We publish all FOI responses on our website: <http://www.sssc.uk.com/about-the-sssc/access-to-information/freedom-of-information-disclosure-log>. Where possible, these will be offered under OGL.

We also have obligations under the Re-use of Public Sector Information regulations (RPSI). RPSI came into force on 18 July 2015 and allows members of the public to request to re-use data we have produced as part of our public task.

## **Where can I find out more?**

Here are some useful links on open data and the OGL:

- Open Data Institute guide to open data  
<https://theodi.org/what-is-open-data>
- Scottish Government open data strategy  
<http://www.gov.scot/Resource/0047/00472007.pdf>
- The current version of the Open Government Licence (version 3)  
<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>
- Information Commissioner's Office guidance on FOI  
<https://ico.org.uk/for-organisations/guide-to-freedom-of-information/what-is-the-foi-act/>
- The National Archives guidance on RPSI  
<https://www.nationalarchives.gov.uk/documents/information-management/psi--guidance-for-public-sector-bodies.pdf>

Dataset name	Description	Release date	Level of openness	Available format(s)	Licence	Contact information	Link to location
Open Educational Resources (OER) - Adult support and protection	Raw content of some of our learning materials	November 2016	★★★	.docx (MS Word 2007-present) .odt (Open Office document)	Creative Commons Attribution 4.0 International Licence (CC BY); Open Government Licence 3.0 (OGL)	<a href="mailto:sssclearingtech@sssc.uk.com">sssclearingtech@sssc.uk.com</a>	<a href="http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=564">http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=564</a>
OER - Communication and relationships	Raw content of some of our learning materials	November 2016	★★★	.docx (MS Word 2007-present) .odt (Open Office document)	CC BY 4.0; OGL 3.0	<a href="mailto:sssclearingtech@sssc.uk.com">sssclearingtech@sssc.uk.com</a>	<a href="http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=592">http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=592</a>
OER - SVQ Health and Safety	Raw content of some of our learning materials	November 2016	★★★	.docx (MS Word 2007-present) .odt (Open Office document)	CC BY 4.0; OGL 3.0	<a href="mailto:sssclearingtech@sssc.uk.com">sssclearingtech@sssc.uk.com</a>	<a href="http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=579">http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=579</a>
OER - Maintaining your ongoing learning and development	Raw content of some of our learning materials	November 2016	★★★	.docx (MS Word 2007-present) .odt (Open Office document)	CC BY 4.0; OGL 3.0	<a href="mailto:sssclearingtech@sssc.uk.com">sssclearingtech@sssc.uk.com</a>	<a href="http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=581">http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=581</a>
OER - Principles of care	Raw content of some of our learning materials	November 2016	★★★	.docx (MS Word 2007-present) .odt (Open Office document)	CC BY 4.0; OGL 3.0	<a href="mailto:sssclearingtech@sssc.uk.com">sssclearingtech@sssc.uk.com</a>	<a href="http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=594">http://learningzone.workforcesolutions.sssc.uk.com/mod/resource/view.php?id=594</a>