



## Geospatial Data Policy Statement

***Geospatial data is a cornerstone information product delivered to the key stakeholders, of Western Bay of Plenty District Council and other BOPLASS councils.***

This policy ensures the effective management and consistent provision of geospatial data across the region.

Western Bay of Plenty District Council will:

- Not charge for geospatial data.
- Freely distribute geospatial data through an internet viewer.
- Only charge a fee where post processing or manipulation of the geospatial data is required.

### **Purpose**

The purpose of the Western Bay of Plenty District Council Geospatial Data Provision Policy is to ensure that:

- Geospatial data can be readily discovered, appraised, assessed and obtained by key stakeholders and the wider geospatial community.
- Systems and processes are in place that allow for the effective management and provision of geospatial data that is accurate, consistent, well documented and continually improved.
- Growth is encouraged in the region's geospatial community.
- Encourage a consistent pricing and access policy to be applied across all councils
- All statutory requirements are complied with concerning the releasing of geospatial datasets, service and systems owned by different government agencies and local governments can be combined and reused for multiple purposes.

Western Bay of Plenty District Council's Geospatial Data Provision Policy will meet these goals and provide maximum benefit to the community through an open data provision policy, a high level of integration with third party groups who can utilise geospatial information, lower entry costs and a streamlined data provision process.

The key policy statements contained in this document demonstrate Western Bay of Plenty District Council's desire to open geospatial data to the wider community for maximum economic and social benefit. This approach is consistent with the central government's New Zealand Geospatial Strategy (2007) and the New Zealand Government Open Access and Licensing framework (NZGOAL 2010).

### **Scope**

This policy relates to all geospatial data requests received by Western Bay of Plenty District Council

## Principles

Geospatial data is a key decision making tool for the efficient management of Local Government assets, environments and communities. This policy ensures that geospatial data is effectively managed and made accessible to key stakeholders. The key driver behind this policy is to adopt and support the central government's geospatial strategic vision, ensuring that:

- Government [all levels] geospatial information and services can be readily discovered, appraised and accessed.
- Geospatial datasets, service and systems owned by different government agencies and local governments can be combined and reused for multiple purposes.

Western Bay of Plenty District Council's Geospatial Data Provision Policy will meet these goals and provide maximum benefit to the community through an open data provision policy, a high level of integration with third party groups who can utilise geospatial information, lower entry costs and a streamlined data provision process. It will also serve as a guide to participating councils in the implementation of a similar policy. The key policy statements contained in this document demonstrate Western Bay of Plenty District Council's desire to open geospatial data to the wider community for maximum economic and social benefit. This approach is consistent with the central government's New Zealand Geospatial Strategy (2007) and the New Zealand Government Open Access and Licensing framework (NZGOAL 2010).

## Definitions

Geospatial data

- Vector or raster GIS datasets
- Geospatial services the manipulation of vector or raster GIS datasets
- Hard or softcopy maps, analytical outputs or visualisation products

Key stakeholders

- BOPLASS Councils, public, private business, government agencies

## Process

Where possible, requests for maps and other geospatial products will be handled through the BOPLASS Participating Councils internet viewers. The internet viewer will allow users to immediately view, print, query and download customised maps free of charge.

Where a request cannot be accommodated through the internet viewer, geospatial products will be created according to the client's requirements and the policies below. All products will be complete on supply and no ongoing support will be provided unless agreed by both parties.

## Geospatial product charges

All map creation, map data manipulation and printing will be charged at an hourly rate of \$125 per/hour plus GST. A minimum fee of \$80 plus GST will apply for all jobs, with additional time charged in half hour increments.

This service fee is in addition to any map printing charges as detailed below.

The high cost of printer consumables requires BOPLASS Councils to recover costs for providing hard copy maps in addition to time charges. These costs are outlined in the table below.

Paper Size	Cost (GST inclusive)
A3	\$10
A2	\$30
A1	\$40
AO	\$50

## Exemptions to the charging policy

All charges will be waived for geospatial products distributed to:

- Internal Council departments.
- Government agencies.
- Consultants working on any Council's behalf.
- Registered charitable organisations.

A discounted rate of \$40 per/hour plus GST will be charged to accredited education providers and students.

Council Controlled Organisations (CCO) and private companies with whom Western Bay of Plenty District Council has a Memorandum of Understanding (MOU) or Service Level Agreement (SLA) will be charged for geospatial products according to that agreement.

There is no charge for any DVDs/CDs provided to clients. However, where the data is too large to be accommodated by a DVD/CD, the client must provide an external hard drive or other means of data transfer at their own cost.

## Disclaimers

All geospatial products are required to include a map disclaimer.



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For further information on disclaimers refer to [Terms of Use](#) on Council's website.

## **Legal requirements**

Western Bay of Plenty District Council will, at all times, adhere to its statutory and legal requirements, including withholding geospatial products where:

- The information is covered by the Privacy Act 1993, e.g. property owner names attached to property information.
- The information is supplied from another organisation and cannot be made available due to a supply license agreement or intellectual property restriction.
- The information is related to a person's privacy, e.g. financial information such as debtors/creditors or staff's pay records.
- The information is marked confidential, e.g. building information on banks (refer Building Act 1991).
- Reason exists under law.