

# **Annexe K**

## **Glossary**

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# 1 GLOSSARY

The symbol \* has been used to indicate a statutory definition

**Advisory Panel on Public Sector Information (APPSI)** A Non-Departmental Public Body (NDPB) with a number of advisory duties, and a complaints-handling role under the Re-use of Public Sector Information Regulations 2005.

**Asset List** A register of information items held by a PSIH that are of interest or value to the PSIH itself, and potentially to others.

**Class licence** A licence that sets out standard terms and obligations, enabling the re-use of a particular class or category of material.

**Click-Use** OPSI's online licence system for the re-use of Crown copyright information, public sector information and Parliamentary copyright information.

**Content\*** Information recorded in any form (The Re-use of Public Sector Information Regulations 2005, SI 2005/1515, r2).

**Copyright** A property right giving the creators of a wide variety of material the ability to control use of their material in a number of ways.

**Crown body** An organisation which acts on behalf of the Crown, meaning the sovereign acting in a public or official capacity. This includes most central government departments including government trading funds. In many cases the Crown status or otherwise is specified within the context of legislation.

**Crown copyright** Material produced by employees of the Crown in the course of their duties. Most material originated by ministers and civil servants is protected by Crown copyright.

**Crown copyright waiver** Categories of material on which the Crown asserts its copyright but waives it and which is not subject to formal licensing or payment.

**Document\*** means

- (a) any content whatever its medium (written on paper or stored in electronic form or as a sound, visual or audio visual recording)
- (b) any part of such content (Directive 2003/98/EC on the re-use of public sector information, art 2).

**Executive Agencies** A diverse group of organisations delivering a variety of services to internal and external customers. They are part of the Crown and do not usually have their own legal identity, but operate under powers that are delegated from Ministers and Departments.

**Fixed costs** Costs which do not vary with the level of activity in the short run.

**Full cost pricing** A pricing policy in which charges are set to recover the full resource costs of the activity.

**Information Asset Register (IAR)** A list of information resources held by the UK Government, concentrating on unpublished resources. OPSI has the policy lead for the Information Asset Register (IAR) which is used across central government as a way of identifying and accessing asset lists.

**Information Fair Trader Scheme (IFTS)** A system for setting and assessing standards for PSIHS, operated by OPSI.

**Intellectual property right (IPR)** Intangible property rights which are granted to creators and owners of works resulting from intellectual effort. The main IPRs are patents, trademarks, designs and copyright.

**Licence** A permission by the copyright holder to reproduce or re-use material protected by copyright.

**Marginal costs** The cost to society of supplying another unit. Long run marginal cost is the full extra cost (both fixed and variable) of providing a further unit of output. Short run marginal cost measures how variable costs change when

output alters. In practice, marginal costs are difficult to observe, and average variable costs are used as a substitute for the concept of marginal costs.

**Non-Departmental Public Body (NDPB)** A body which has a role in the process of national government, but is not a government departments or part of one, and therefore operate to an extent at arm's length from Ministers.

**Office of Public Sector Information (OPSI)** A body which advises on and regulates the operation of the re-use of public sector information regime. Established on 16 May 2005 as a unit attached to the Cabinet Office, it merged with The National Archives on 31 October 2006.

**Publication scheme** A guide to the types of information that a public authority routinely publishes, the format in which the information is available and the level of any charges for making the information available.

**Public sector body\*** The State, regional or local authorities, bodies governed by public law and associations formed by one or several such authorities or one of several such bodies governed by public law. (Directive 2003/98/EC on the re-use of public sector information, art 2).

**Public sector information (PSI)** Information, data or content (as defined) collected by and/or held by a public body. The information may or may not be Crown copyright information.

**Public sector information holder (PSIH)** A public sector body that collects and/or holds information, data or content (as defined).

**Raw Data** Information collected, created, or commissioned within government which is central to government's core responsibilities. Under HM Treasury guidance (*Charges for Information: When and How*), the supply of selected components of a raw data package exactly as in the package is raw data supply.

**Refined information** This is where the unrefined information has been enhanced, manipulated and/or added to other inputs to create a retail product. The process

of refining information can be undertaken by a PSIH, or viably in a commercial market by the private sector.

**Re-use\*** Use by a person of a document held by a public sector body for a purpose other than the initial purpose within that public sector body's public task for which the document was produced. (Re-use of Public Sector Information Regulations 2005 (SI 2005/1515), r.4(2)).

As defined above, the term 're-use' includes activities that the CUPI Study defines as 'commercial use' and those that it defines as 'commercial re-use'

**Trading fund** A government department, executive agency, or part of department, established as a trading fund by a Trading Fund Order made under the Government Trading Funds Act 1973. A trading fund has authority to use its receipts to meet its outgoings.

**Undertaking** A natural or legal person engaged in economic activity, regardless of its legal status or the way it is financed. The term can include public entities that offer goods or services on a given market.

**Unrefined information** This is information which cannot be substituted directly from other sources. It relates to a PSIHs' monopoly activities, where competition is very unlikely. Once a PSIH does something with the data which could be performed viably in a commercial market by the private sector it becomes refined information.

**Value-added information (or data)** Raw data to which value has been added to enhance and facilitate its use and effectiveness for the user. Value can be added in a number of different ways including further manipulation, compilation and summarisation into a more convenient form for the end-user; editing and/or further analysis and interpretation; and commentary beyond that required for policy formulation by the relevant government department with policy responsibility.

**Variable costs** Costs which vary with the level of activity in the short run (the period over which some factor such as capital is fixed).

**Vertical integration** Ownership by the same undertaking of different functions in a value chain relating to the provision of a particular good or service.

**Wider Markets Initiative (WMI)** A Government policy designed to make better use of existing government assets through the development of new, non-statutory goods and services which are sold on a commercial basis.