



ISO/TC 268/SC 1
Smart community infrastructures

Email of secretary: chiba@jsa.or.jp
Secretariat: JISC (Japan)

ISO CD 37156 for ballot

Document type: CD ballot

Date of document: 2018-06-29

Expected action: INFO

Background: Dear members of ISO/TC268/SC1
The CD ballot for ISO 37156 (SC1/WG4) will be started from 2nd of July for 8 weeks.
Please cast your national vote via eBalloting Portal.

Committee URL: <https://isotc.iso.org/livelink/livelink/open/tc268sc1>

ISO 37156:2018

ISO TC 268/SC 1

Secretariat: JISC

Date:2018-07-02

Guidelines on Data Exchange and Sharing for Smart Community Infrastructures

CD stage

Warning for CD

This document is not an ISO International Standard. It is distributed for review and comment. It is subject to change without notice and may not be referred to as an International Standard.

Recipients of this draft are invited to submit, with their comments, notification of any relevant patent rights of which they are aware and to provide supporting documentation.

15

© ISO 2018, Published in Switzerland

16

All rights reserved. Unless otherwise specified, no part of this publication may be reproduced or utilized
17 otherwise in any form or by any means, electronic or mechanical, including photocopying, or posting on the
18 internet or an intranet, without prior written permission. Permission can be requested from either ISO at the
19 address below or ISO's member body in the country of the requester.

20

ISO copyright office
21 Ch. de Blandonnet 8 • CP 401
22 CH-1214 Vernier, Geneva, Switzerland
23 Tel. + 41 22 749 01 11
24 Fax + 41 22 749 09 47
25 copyright@iso.org
26 www.iso.org

27 **Contents**

28	Foreword	v
29	Introduction.....	vi
30	1 Scope	8
31	2 Normative references	8
32	3 Terms and definitions.....	8
33	3.1 Terms relating to smart community infrastructure	8
34	3.2 Terms relating to smart community infrastructure data	9
35	3.3 Terms relating to smart community infrastructure data exchange and sharing.....	11
36	4 Principles for data exchange and sharing.....	12
37	4.1 General	12
38	4.2 Principles.....	12
39	5 Type and model for data exchange and sharing.....	13
40	5.1 General	13
41	5.2 Data type.....	13
42	5.2.1 Metadata.....	13
43	5.2.2 Reference data.....	13
44	5.2.3 Thematic data.....	14
45	5.3 Concept model for infrastructure data	14
46	5.4 Data dictionary and catalogue	19
47	5.5 Data spectrum.....	19
48	5.5.1 General	19
49	5.5.2 Closed data.....	19
50	5.5.3 Shared data.....	19
51	5.5.4 Open data	20
52	6 Opportunities for data exchange and sharing.....	20
53	6.1 General	20
54	6.2 Optimizing infrastructure services	20
55	6.3 Promoting business	20
56	6.4 Facilitating urban planning.....	21
57	6.5 Enabling proactive maintenance	21
58	6.6 Promoting environmental protection.....	21
59	6.7 Improving safety and security	21
60	7 Security of data exchange and sharing	22
61	7.1 General	22
62	7.2 Data security approach.....	22
63	7.3 Security strategy and policy.....	23
64	7.3.1 General	23
65	7.3.2 Security strategy	23
66	7.3.3 Security policy	24
67	7.3.4 Accountability and responsibility	24
68	7.4 Assessment of security risks.....	24
69	7.4.1 Threat landscape	24
70	7.4.2 Management of security risks.....	25
71	8 Data privacy.....	26
72	8.1 General	26
73	8.2 Privacy guidelines and activities	26
74	8.2.1 General	26
75	8.2.2 Privacy Principles	27

76	8.2.3 Consider city stakeholders	27
77	8.2.4 Specific thematic data.....	28
78	8.2.5 Operational guidelines.....	28
79	8.3 Privacy strategy and governance.....	28
80	8.3.1 Senior management team.....	28
81	8.3.2 Privacy policy.....	29
82	8.3.3 Accountability and responsibility	29
83	8.3.4 Privacy processes	30
84	8.3.5 Privacy rights of individuals.....	30
85	8.3.6 Complaints and appeals.....	30
86	9 Data roles and responsibilities.....	31
87	9.1 General	31
88	9.2 Data roles.....	31
89	9.3 Provenance of data.....	32
90	9.4 Accountability.....	32
91	9.5 New business models	33
92	9.6 Standards Framework for Cooperative models	33
93	10 Use cases	34
94	Annex A (informative) Case study	36
95	A.1 Data exchange and sharing for community infrastructure based on “Map World · Nanjing”.....	36
97	A.2 Data exchange and sharing for community infrastructure based on the “Beijing Almighty Virtual Card”	37
99	Bibliography	40
100		

101

Foreword

102 ISO (the International Organization for Standardization) is a worldwide federation of national
103 standards bodies (ISO member bodies). The work of preparing International Standards is normally
104 carried out through ISO technical committees. Each member body interested in a subject for which a
105 technical committee has been established has the right to be represented on that committee.
106 International organizations, governmental and non-governmental, in liaison with ISO, also take part in
107 the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all
108 matters of electrotechnical standardization.

109 The procedures used to develop this document and those intended for its further maintenance are
110 described in the ISO/IEC Directives, Part 1. In particular the different approval criteria needed for the
111 different types of ISO documents should be noted. This document was drafted in accordance with the
112 editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

113 Attention is drawn to the possibility that some of the elements of this document may be the subject of
114 patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of
115 any patent rights identified during the development of the document will be in the Introduction and/or
116 on the ISO list of patent declarations received (see www.iso.org/patents).

117 Any trade name used in this document is information given for the convenience of users and does not
118 constitute an endorsement.

119 For an explanation on the voluntary nature of standards, the meaning of ISO specific terms and
120 expressions related to conformity assessment, as well as information about ISO's adherence to the
121 World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see the following
122 URL: www.iso.org/iso/foreword.html.

123 This document was prepared by Technical Committee ISO/TC 268, Sustainable cities and communities],
124 Subcommittee SC 1, Smart community infrastructures.

125 Introduction

126 Community is the crystallization of human technological progress, economic development and social
127 civilization. It is also the basic unit of human economic activities and regional production. Community
128 function and people's daily life are highly dependent on different types of community infrastructure. As
129 the foundation of survival and development, community infrastructure includes energy, water,
130 transportation, waste, information, communication technology and so on. The community
131 infrastructure provides convenience for urban residents. Therefore, the scientific and effective
132 management of community infrastructure is crucial. It will affect living quality of citizens, efficiency of
133 social economy and ecological safety of community. Poor management of community infrastructure will
134 cause problems such as environmental pollution, traffic congestion, inadequate urban resources and
135 weak urban lifeline system. It is unfavorable for the sustainable development.

136 Data is the fundamental basis of effective management. It is a common problem that different
137 organizations or departments govern data of community infrastructure. The information silos among
138 them affect the efficiency of management. Therefore, strengthening the sharing of data is an important
139 aspect of the smart community. Standardized data sharing and exchange will benefit business
140 collaboration across departments. It will also improve the services' capabilities of community
141 infrastructure. What is more, it will make the management of community more scientific, and the
142 community will be safer hospitable and livable.

143 This document is a reference for governments and other enterprises, organizations, and individuals
144 who have the responsibility or need to share data on community infrastructure. This document helps to
145 promote a baseline of information, eliminate isolated information islands, and move toward more
146 smartness. As one example of this, the document promotes efficient cooperation by establishing
147 mechanisms for information exchange among different departments within local governments.

148 This document provides a set of community infrastructure data organizing methods and a unified
149 framework of community infrastructure data exchanging, sharing and security. The purposes of this
150 document are:

- 151 — Providing intensive, efficient, convenient, ecological and secure infrastructure for community
152 infrastructure users, consumers or beneficiaries.
- 153 — Providing appropriate approaches to exchange, sharing and maintenance of community
154 infrastructure services.
- 155 — providing a digital continuity framework for the sustainable community infrastructure data sharing
156 and exchange platform provider, which enables better connectivity of products, services and
157 solutions.

158 This document is about smart community infrastructures, as well as ISO 37101, ISO 37120, ISO37150,
159 ISO 37151. The ISO 37101 is requirements of different types of data supporting. The ISO 37120
160 provides macro-guidance to cities on how to achieve sustainable development goal. Under the macro-
161 guidance from ISO 37120, this document along with ISO 37150 and ISO 37151 are implementation
162 guidance. The difference there is this document focuses on data exchange and sharing for smart
163 community infrastructures.

164 In addition, this document is also relating to standards as below:

- 165 — ISO 8000-110 Data quality - Part 110: Master data: Exchange of characteristic data: Syntax,
166 semantic encoding, and conformance to data specification
- 167 — ISO 22745-1 Industrial automation systems and integration -- open technical dictionaries and their
168 application to master data -- part 1: overview and fundamental principles

170 **Guidelines on Data Exchange and Sharing for Smart**
171 **Community Infrastructures**

172 **1 Scope**

173 This document gives guidelines on principles and the framework for data exchange and sharing
174 to entities having authority to develop and operate Community Infrastructure:

175 The guidelines of this document are applicable to communities of any size that are engaged in
176 the data exchange and sharing of community infrastructure. However, the specific practices of
177 data exchanging and sharing of community infrastructures depend on the characteristics of each
178 community.

179 Note: The concept of smartness is addressed in terms of data exchange and sharing of
180 community infrastructures, in accordance with sustainable development and resilience of
181 communities as defined in ISO 37100.

182 **2 Normative references**

183 There is no normative reference in this document.

184 **3 Terms and definitions**

185 For the purposes of this document, the following terms and definitions apply.

186 ISO and IEC maintain terminological databases for use in standardization at the following
187 addresses:

188 — IEC Electropedia: available at <http://www.electropedia.org/>

189 — ISO Online browsing platform: available at <https://www.iso.org/obp>

190 **3.1 Terms relating to smart community infrastructure**

191 **3.1.1**
192 **community**

193 group of people with an arrangement of responsibilities, activities and relationships

194 Note 1 to entry: In many, but not all, contexts, a community has a defined geographical boundary.

195 Note 2 to entry: A city is a type of community.

196 [SOURCE: ISO 37100:2016, 3.2.2]

197 **3.1.2**
198 **community infrastructure**

199 systems of facilities, equipment and services that support the operations and activities of
200 communities

201 Note 1 to entry: Such community infrastructures include, but are not limited to, energy, water,
202 transportation, waste and information and communication technologies (ICT).

203 [SOURCE: ISO 37100:2016, 3.6.1]

204 **3.1.3**
 205 **data ownership**
 206 the legal right of possession, including the right of disposition, and sharing in all the risks and
 207 profits commensurate with the degree of ownership interest or shareholding, as demonstrated
 208 by an examination of the substance, rather than the form, of ownership arrangements relating
 209 to smart community infrastructure data

210 [ADAPTED FROM SOURCE: ISO 10845-6:2011, 2.11]

211 **3.1.4**
 212 **digital continuity**
 213 an integration process to enable digital governance, digital ability, digital services and digital
 214 ecosystem construct to ensure digital data to be available, traceable and consistent with the
 215 quality characteristic of authenticity, reliability, integrity and usability along data lifecycle; a
 216 holistic approach to provide exchanged or shared data for community infrastructure

217 Note 1 to entry: Continuity refers to capability to manage risks and events that could have serious impact
 218 on community infrastructure to continually deliver services at agreed levels.

219 [ADAPTED FROM SOURCE: ISO/IEC 20000-1:2011, 3.28]

220 **3.1.5**
 221 **organization**
 222 person or group of people that has its own functions with responsibilities, authorities and
 223 relationships to achieve its objectives

224 Note 1 to entry: The concept of organization includes, but is not limited to sole-trader, company,
 225 corporation, firm, enterprise, authority, partnership, charity or institution, or part or combination thereof,
 226 whether incorporated or not, public or private.

227 Note 2 to entry: In this document, the concept of organization refers to an entity/institution inside the
 228 community that is tasked with implementing the management system, e.g. the local government. The
 229 community identifies an organization that it entrusts with the implementation of this document.

230 [SOURCE: ISO 37100:2016, 3.2.3]

231 **3.1.6**
 232 **smart community infrastructure**
 233 community infrastructure with enhanced technological performance that is designed, operated,
 234 and maintained to contribute to sustainable development and resilience of the community

235 [SOURCE: ISO 37100:2016, 3.6.2]

236 **3.1.7**
 237 **smart community infrastructure data**
 238 data created, captured, collected or curated from the various sources of smart community
 239 infrastructure

240 **3.2 Terms relating to smart community infrastructure data**

241 **3.2.1**
 242 **availability**
 243 property of being accessible and usable upon demand by an authorized entity

244 [SOURCE: ISO 27000: 2016, 2.9]

- 245 **3.2.2**
246 **authenticity**
247 property that an entity is what it claims to be

248 [SOURCE: ISO/IEC 27000:2016, 2.8]
- 249 **3.2.3**
250 **data**
251 reinterpretable representation of information in a formalized manner suitable for
252 communication, interpretation, or processing

253 Note 1 to entry: Data can be processed by humans or by automatic means.

254 [SOURCE: ISO/IEC 2382:2015, 2121272]
- 255 **3.2.4**
256 **integrity**
257 property of accuracy and completeness

258 [SOURCE: ISO/IEC 27000:2016, 2.40]
- 259 **3.2.5**
260 **metadata**
261 data about other data

262 [SOURCE: ISO 14721:2012, 1.7.2]
- 263 **3.2.6**
264 **reference data**
265 domain and community standardized data objects that define the set of permissible values to
266 be used to populate other data objects

267 [SOURCE: ISO 5127:2017, 3.1.10.19]
- 268 **3.2.7**
269 **reliability**
270 property of consistent intended behavior and results

271 [SOURCE: ISO/IEC 27000:2016, 2.62]
- 272 **3.2.8**
273 **shared data**
274 data that can be accessed within an existing software application as well as between different
275 software applications, that may be executed asynchronously or concurrently

276 [ADAPTED FROM SOURCE: ISO/IEC 2382:2015, 2122341]
- 277 **3.2.9**
278 **thematic data**
279 data about specific business, which is used to support decision making rather than daily
280 operation, it can be used to supply of sustainable information resource service if required.

281 Note 1 to entry: Thematic data can refer to gridded data whose attribute values describe characteristics
282 of a grid coverage feature in a grid format)

283 Note 2 to entry: Gridded data are data whose attribute values are associated with positions on a grid
284 coordinate system

285 [SOURCE: ISO/TS 19163-1:2016, 4.14]

286 **3.2.10**

287 **data spectrum**

288 differentiation of data assets on the basis of whether they are considered closed, sharable or
289 open

290 **3.3 Terms relating to smart community infrastructure data exchange and sharing**

291 **3.3.1**

292 **data access**

293 right, opportunity, means of finding, using or retrieving data

294 [ADAPTED FROM SOURCE: ISO 15489-1:2016, 3.1]

295 **3.3.2**

296 **data acquisition**

297 process of capturing, collecting, receiving and storing data

298 [ADAPTED FROM SOURCE: ISO/IEC 2382:2015, 2122168]

299 **3.3.3**

300 **data classification**

301 Identifier of a computer-readable representation of data for a specific application

302 [SOURCE: ISO 13281-2:2000, 4.2]

303 **3.3.4**

304 **data creator**

305 organization that creates, captures, collects or transforms data for, e.g. a city or services

306 **3.3.5**

307 **data owner**

308 Designated curator for the community infrastructure data related to a city service

309 **3.3.6**

310 **data publisher**

311 Organization that performs the publication role for community infrastructure data

312 **3.3.7**

313 **data exchange**

314 accessing, transferring, and archiving of data

315 [ADAPTED from SOURCE: ISO/TS 13399-5:2014, 3.7]

316 **3.3.8**

317 **data sharing**

318 a reference for providing shared, exchangeable and extensible data to enable community
319 infrastructure

320 **3.3.9**
321 **information security**
322 preservation of confidentiality, integrity and availability of information

323 Note 1 to entry: In addition, other properties, such as authenticity, accountability, non-repudiation, and
324 reliability can also be involved.

325 Note 2 to entry: Security refers to freedom from unacceptable risk.

326 [SOURCE: ISO 37100:2016, 3.4.13]

327 **3.3.10**
328 **risk**
329 effect of uncertainty

330 Note 1 to entry: An effect is a deviation from the expected — positive or negative.

331 Note 2 to entry: Uncertainty is the state, even partial, of deficiency of information related to,
332 understanding or knowledge of, an event, its consequence, or likelihood.

333 Note 3 to entry: Risk is often characterized by reference to potential events (ISO Guide 73,
334 3.5.1.3) and consequences (ISO Guide 73, 3.6.1.3) or a combination of these.

335 Note 4 to entry: Risk is often expressed in terms of a combination of the consequences of an
336 event (including changes in circumstances) and the associated likelihood (ISO Guide 73, 3.6.1.1)
337 of occurrence.

338 [SOURCE: ISO 37100:2016, 3.4.12]

339 **4 Principles for data exchange and sharing**

340 **4.1 General**

341 This document shows various possibilities to use data exchange and sharing of community
342 infrastructures. The expectations of the outputs of this use are often very high. However, it
343 should be noted that there are many different constraints on the range and validity of the output
344 of data exchange and sharing. Examples are data reliability, availability, quality, complex
345 relationships and temporal interpretation of data.

346 **4.2 Principles**

347 The following principles should be considered:

- 348 a) The community infrastructure data should be available to be exchanged and shared,
349 ensuring that a balance between data security and privacy are maintained.
- 350 b) The data should have sufficient quality to enable the exchange and sharing of the
351 community infrastructure data.
- 352 c) The data owner has the accountability and responsibility to enable the exchange and
353 sharing of the community infrastructure data.
- 354 d) The data creator should maintain the integrity of the community infrastructure data to be
355 exchanged or shared.

356 e) The data publisher should meet all the legal and regulatory requirements related to the
 357 exchange or sharing of the community infrastructure data.

358 f) The security of the community infrastructure data should be ensured.

359 g) The data should use spatial methods to achieve the positioning and control of urban
 360 infrastructure objects.

361 **5 Type and model for data exchange and sharing**

362 **5.1 General**

363 Smart community infrastructure includes energy, water, transport, information and
 364 communication technology (ICT), and waste. The data addressed in this document is the ones
 365 related to the infrastructures as well as built environment elements supporting the
 366 infrastructure.

367 With the development and complexity of the smart community infrastructure, the planning,
 368 construction, operation, management and evaluation of the smart community infrastructure
 369 information system should be based on the construction, development and utilization of the
 370 data resources, which reflect the physical/operational conditions and interactions which are
 371 defined in ISO 37155-1 of these objects.

372 The data exchange and sharing takes place between different application services and systems
 373 on smart community infrastructure. Various types of data exchange and sharing have different
 374 data types and functions.

375 The data framework for a smart city and community classifies the data assets as either
 376 metadata, reference data or thematic data. The data framework shows how current city data
 377 assets are transitioned from the existing soloed service provision to an interoperable data
 378 estate.

379 The collected data assets relate to the data concepts specified in ISO/IEC 30182, and utilize the
 380 classifications of open, shared and closed data within the data spectrum in use by the
 381 community.

382 **5.2 Data type**

383 **5.2.1 Metadata**

384 Metadata is data which defines basic information about data to be used to verify the provenance
 385 and validity of the data to be exchanged and shared. An example of metadata in a smart
 386 community data framework is the data relating to the voluntary services organizations who
 387 deliver city services on behalf of the city to citizens.

388 **5.2.2 Reference data**

389 Reference data is any data which defines the set of permissible values for the data which is to be
 390 exchanged or shared. For example, an atmospheric temperature reading at a certain location or
 391 a video footage for a specific street which can be used for multiple purposes.¹

¹ PAS_183_smart cities. Guide to establishing a decision-making framework for sharing data and information services

392 **5.2.3 Thematic data**

393 To deliver services to citizens, thematic data in a community should initially be the datasets and
394 legacy data that are created, processed and managed by community. An example of thematic
395 data is bus traffic congestion along a specific street, electric power frequency fluctuation, and
396 pressure distribution along a specific underground water pipe line. The characteristics of Smart
397 community infrastructure, as an integration of sub systems, should be considered in the
398 thematic data such as interaction among other infrastructures if applicable according to
399 ISO37155-1.

400 Data exchange and sharing of community infrastructure, mainly conduct between metadata,
401 reference data and thematic data. The data types for the data exchange and sharing of smart
402 community infrastructure are described in 5.3.

403 **5.3 Concept model for infrastructure data**

404 Data should be available and collectable from the community infrastructures for exchanging and
405 sharing. The collection of data is expected to be automated via technical interfaces, such as
406 smart meters supported by APIs.

407 The Table 1to 3 identify the elements of the SCCM which relate specifically to community
408 infrastructure. Community infrastructure data which is collected may relate to characteristics,
409 consumption, movement, presence, production, status, supply and use. These descriptions are
410 not necessarily exhaustive or mutually exclusive.

<i>Collectable Data</i>	<i>Infrastructures</i>	<i>Data Interfaces</i>	<i>Example Observation</i>	<i>Prime Concept (SCCM²)</i>
Characteristics of something	Buildings	Survey	Building use	STATE
Consumption of something	Street Lighting	Smart meters	Energy used per hour (Kwh)	CASE
Movement of something	Transport Network	Vehicle GPS	Journey destinations	PLACE
Presence of something	Waste Management	Waste bin sensors	Empty / Full	STATE
Production of something	Renewable Power Plant	Smart Grid	Energy load per hour (Mwh)	CASE
Status of something	Public Realm	Environmental sensor	Outdoor temperature	STATE
Supply of something	Water Mains	Flow sensors	Leaks	CASE
Use of something	Communication Networks	System logs	Megabytes of data used	EVENT

411 Table 1 - Description of the data collected from the community infrastructure using concepts from SCCM (Smart city concept model)

412 The collected data results in information that provides insights, the types of which are also defined in the SCCM as Operational, Critical, Analytical
 413 and Strategic. The insights can help identify opportunity and rationale for sharing such data among infrastructures (see Table 2).

<i>Collectable Data</i>	<i>Resulting Data (examples)</i>	<i>INSIGHTS (SCCM)</i>
Characteristics of something	Building Data: dimensions; occupancy; equipment; indoor temperature; indoor air quality; gas supply pressure; water flow rates; heat delivery temperature	OPERATIONAL (examines the characteristics of things)

² SCCM defined in ISO/IEC 30182:2017

	Demographic Data: user registration details and profile	
Consumption of something	Energy Data: domestic use of electric, thermal, gas; district consumption; tariffs and costs	CRITICAL (real-time monitoring)
Movement of something	Transport Data: modal mix; vehicle type; vehicle id; vehicle occupancy; journey start/end times and locations; traffic speed and density; pedestrian movements; energy consumption per km; emissions/pollutants per km	ANALYTICAL (the determination of patterns and correlations)
Presence of something	Image Data: congestion; integrity of the public realm, such as road maintenance; incidents; unrest and community safety	STRATEGIC (examines outcomes related to strategic objectives)
Production of something	Energy Data: local renewable production	CRITICAL
Status of Something	Environmental Data: outdoor air quality; water quality; flood levels; noise levels; temperature; weather conditions; carbon emissions; luminescence	ANALYTICAL
Supply of something	Energy Data: network power loads.	CRITICAL
Use of Something	Network Utilization:	STRATEGIC

	number of bus journeys taken	
--	------------------------------	--

414 Table 2 - Examples of the level of insights (Operational, Critical, Analytical and Strategic) from the collected community infrastructure data

415 The observations are also related to concepts defined in the SCCM, including active agents or items, metrics and places. The SCCM notes that by
 416 adding the concepts of time and role to the collectable data, it would be possible to further understand relationships in the sharing of data (see Table
 417 3).

<i>Collectable Data</i>	<i>AGENT / ITEM (SCCM)</i>	<i>METRIC (SCCM)</i>	<i>PLACE (SCCM)</i>	<i>Time</i>	<i>Stakeholder Roles³</i>
Characteristics of something		Cost	Location points		Infrastructure owners, suppliers & operators
Consumption of something		Frequency	Departure points		
Movement of something	Person or Household	Quantity	Arrival points		
Presence of something	Building or Community	Scale	Transit routes	Date/time stamp	Investors
Production of something	Government or Municipality	Specification	Neighborhoods		
Status of something		State	Districts		Planners
Supply of something		Velocity	Cities		
Use of something					Citizens

418 Table 3 - Examples of the observations which can be used to further understand relationships of shared or exchanged

³ Stakeholders defined in ISO/IEC 37153:2017

419 **5.4 Data dictionary and catalogue**

420 Data dictionary and catalogue of data exchange and sharing can be considered as an efficient approach
421 to assist different attributes in formal, such as by industry, structure, format and classification. These
422 are optional and not limited to the approaches listed below.

423 a) data dictionary is the definition and description of the data items, data structures, data streams,
424 data storage, processing logic, and external entities that constitute the data resources of a domain.

425 b) data catalogue is the presentation of data resource organization and relevance, including catalogue,
426 dictionary identification scheme and development of guidelines related to recognition system. The
427 form is based on open technical dictionary databases as the core.

428 The architecture is based on the open technical dictionary (OTD) of ISO 8000 and ISO 22745 series, and
429 its establishment and maintenance.

430 **5.5 Data spectrum**

431 **5.5.1 General**

432 To understand how a community can maximize the value of its data, it is important that the data
433 framework classifies data for use and differentiates the data it holds based on whether it is considered
434 closed, shareable or open. The extent to which the restrictions have been implemented can vary
435 depending on the security, access and control requirements. The use of data within the data spectrum is
436 restricted to the use, reuse and the purpose for which data can be shared. ISO 31000 outlines good
437 practice on the management, assessment and analysis of risk and can be used by the community when
438 implementing the data framework.

439 An appropriate risk management regime for the sharing, publishing and reuse of data should be
440 established and implemented.

441 **5.5.2 Closed data**

442 Closed data is data which is restricted for use. This data should be designated as information that is not
443 permitted to be shared. In a community, this data includes payment details for citizens within a specific
444 service, such as their council tax.

445 **5.5.3 Shared data**

446 The shared data is the data which exist and cannot be considered as either open or closed data. This
447 varies between cities and is assumed to represent the majority of the data in a community.

448 This document specifies in detail on:

- 449 — the suitability of sharing data for new purposes (see Clause 8); and
450 — access rights to data (see Clause 9).

451 It is important as part of the data spectrum to understand there are three top level access restrictions
452 which apply to shared data:

453 a) specific access is when the data owner makes data accessible to either named individual(s) or named
454 organization(s);

455 b) group access is when data is made available to specific groups of people or organization(s) based on
456 predetermined criteria; and

457 c) public access is when data is made available publicly but only under certain terms and conditions
458 that cannot be considered open.

459 Publishers of community data have a duty of care when restricted data is considered for sharing to
460 ensure that potential harm to individuals or assets is considered prior to publication. An example of
461 shared data such as this is COMAH (control of major accidents and hazards) data.

462 **5.5.4 Open data**

463 This document uses the definition of open that is maintained by the Open Project.

464 "Open" means anyone can freely access, use, modify and share for any purpose (subject at most to
465 guidelines that preserve provenance and openness). This definition is also used to determine whether
466 data can be classified as open data.

467 **6 Opportunities for data exchange and sharing**

468 **6.1 General**

469 The availability of open data enables smart community to explore the value of data to improve city
470 services. However, the majority of data with a smart community is not suitable to be opened due to
471 privacy and security considerations. With the appropriate access restrictions the three types of shared
472 data can be unlocked for the benefit of the city and its citizens. The value of shared data includes but not
473 limit to optimizing infrastructure services, promoting business, facilitating urban planning, enabling
474 proactive maintenance, promoting environmental protection and improving safety and security,
475 however they articulate a diverse range of options for all smart cities when community infrastructure
476 data is shared.

477 **6.2 Optimizing infrastructure services**

478 Data exchange and sharing can provide citizen with better services including water, gas, electricity,
479 housing, transportation, waste disposal, information services. For example, citizens get one-stop,
480 comprehensive and efficient government information services through data exchange and sharing
481 between government departments.

482 Through data exchange and sharing of community infrastructure, city managers and related providers
483 of public services can not only optimize the construction of community infrastructure, but also can
484 improve efficiency in daily management of community infrastructure, as well as operation and
485 monitoring. For example, street light poles can be shared by many user. They can be used as charging
486 points to provide energy for electric vehicle. They can be equipped with billboard. By installing various
487 sensors or cameras on the street light poles, they can monitor traffic, noise, weather conditions.
488 Therefore, it is very important that the information can be shared.

489 **6.3 Promoting business**

490 Data exchange and sharing improves the efficiency of resource allocation and promotes business
491 development. For example, a developer can effectively utilize the shared data from community
492 infrastructure such as telecommunication capacity, water supply capacity from infrastructure
493 companies, number of passengers from one station to another to exploring best location for building a
494 new hotel, to save development cost to a certain extent.

495 Data exchange and sharing provides opportunities for innovation and creating new business models in
 496 a community. For example, the traffic data of existing transportation and that of the movement of
 497 citizens, when combined could be used to create a field of business for driverless taxis.

498 **6.4 Facilitating urban planning**

499 Data exchange and sharing can help city planners draw up comprehensive infrastructure space
 500 planning, which can enhance the development and utilization level of urban space, achieve the balance
 501 between urban and rural infrastructure and make a city more harmonious and livable.

502 Through data exchange and sharing, control and avoidance guidelines between adjacent infrastructures
 503 can be met, planning errors can be effectively avoided, problems caused by insufficient space
 504 reservation of infrastructure can be reduced, and the efficiency of government examination and
 505 approval can be improved. For example: by data sharing, a certain distance both vertically and
 506 horizontally between power and gas supply pipelines can be maintained to ensure safety.

507 Data exchange and sharing can help city managers make infrastructure collaborative implementation
 508 plans. Through collaborative construction of various infrastructures, the refinement of urban planning
 509 and management can be promoted, and blind excavation, duplicate construction and resource waste
 510 can be avoided.

511 **6.5 Enabling proactive maintenance**

512 Data exchange and sharing can be used for more efficient and preventive maintenance of smart
 513 community infrastructures. It can provide timely relevant information to infrastructure owners,
 514 decision makers, operators or other relevant stakeholders regarding the infrastructure operation
 515 condition, first signs of defects or malfunctioning etc., enabling efficient and cost saving maintenance
 516 activity.

517 Additional analysis of the collected data enables predictive maintenance aiming at proper budgeting,
 518 planning and cost saving for maintenance activities. Proactive maintenance enabled by collected and
 519 shared data should additionally increase safe usage and operation of smart community infrastructures.
 520 For example, combined with the data of road traffic and people flows, street light switching times can be
 521 adjusted to save energy and improve the efficiency of operation and maintenance.

522 **6.6 Promoting environmental protection**

523 Data exchange and sharing can promote environmental protection. Through data exchange and sharing,
 524 community infrastructure systems can be designed to suppress the extent of pollution and more
 525 efficiently use resources such as materials and energy, including reduction of the amount of waste. It
 526 can limit impacts on existing green spaces (e.g. parks, wetlands, watercourse buffers, existing trails) and
 527 control of surface run-off and drainage.

528 Data exchange and sharing of community infrastructure also contribute to the improvement of public
 529 health. For example, the integration of air quality data, heating information and traffic data can help city
 530 managers adopt appropriate heating and traffic control measures to avoid further deterioration of air
 531 quality.

532 **6.7 Improving safety and security**

533 Community infrastructure data can be utilized to improve the safety and security of services across a
 534 community. For example:

- 535 — Data integrating information of the geographical location of gas piping, communication and
 536 electrical lines help community managers with disaster management. In the event of earthquakes,

537 fires, floods and other natural disasters, real-time sharing of data can support government in
538 dealing with these emergency situations more effectively.

539 **7 Security of data exchange and sharing**

540 **7.1 General**

541 The underlying premise of smart cities is that the greater quantity of data available from community
542 infrastructures should be exchanged and shared to maximize the availability, reliability and resilience
543 of city service provision for the benefit of citizens.

544 The use of technology is a significant enabler of improved services based on data exchange and sharing.
545 However, this creates an increased dependence on such technologies particularly when this enables
546 new service delivery models. It also creates significant vulnerabilities and associated security issues.

547 The multiple agencies and organizations participation model of smart city is made up of several
548 agencies and organizations that can be provide different city infrastructure. In this model, all agencies
549 and organizations which involve in providing infrastructure are responsible for maintaining the safety
550 and security of data exchange and sharing.

551 The approach needed to ensure the security of data for a smart city differs from any security policies
552 and processes which might already be in place for community infrastructure at an individual services
553 provision level. The data security for smart city infrastructure needs to respond to the new or increased
554 threats which exist as a result sharing and exchanging available data.

555 **7.2 Data security approach**

556 Security of the community infrastructure data which is exchanged and shared needs to take a holistic
557 city-wide approach, should be appropriate and proportionate, and should aid the delivery of the city's
558 vision and objectives. To ensure a holistic data security approach, the security measures used need to
559 take into account physical, cyber, personnel and cyber physical aspects of community infrastructure
560 services. This means security of data exchange and sharing should be treated as a whole; separate
561 security planning should be avoided.

562 A key aspect of secure community infrastructure data provision is to consider data from city services
563 which cross the boundaries of individual service providers (e.g. transportation, water, waste, etc.) and
564 provide effective and secure data use for the delivery of city wide services.

565 A holistic data security approach with appropriate and proportionate security measures should be
566 introduced to deter and disrupt hostile, malicious, fraudulent and criminal behaviors or activities which
567 threaten community infrastructure.

568 The vulnerabilities of community infrastructure data exchange and sharing arise because:

- 569
 - Differing organization priorities of individual infrastructure service providers.
 - Incompatible governance arrangements, policies and processes of infrastructure providers.
 - The aggregation of community infrastructure data with a wider range of data sourced for inside
572 and outside of the city.
 - Different levels of security understanding and concerns across community infrastructure
574 providers.

- 575 • A difference in the range of risk appetites to manage data security across the city and
 576 community infrastructure providers.

577 The volume and accelerating pace of data generated, collected, utilized and stored adds to the security
 578 vulnerabilities of sharing and exchanging community infrastructure data. Security measures need to
 579 consider the specialist data exchange and sharing requirements (e.g., the aims and subsequently usage
 580 after the user obtains the exchanged and shared data) of personal data, intellectual property and
 581 commercially sensitive data which facilitates the provision of city wide services.

582 It is important to consider the threat from actors who seek to undermine any vulnerability in the data
 583 security measures for community infrastructure. These actors may be associated with organized crime
 584 seeking to acquire unauthorized personal or sensitive data, intellectual property and commercially
 585 sensitive data. It is important to consider potential acts of terrorism whose perpetrators are seeking to
 586 sabotage the exchange and/or sharing of community data to disrupt city services or compromise the
 587 city's infrastructure and the safety and security of citizens.

588 **7.3 Security strategy and policy**

589 **7.3.1 General**

590 For a smart city to obtain and retain the public trust, it needs to be able to respond to increasing public
 591 awareness and any potential concerns regarding the exchange and sharing of community infrastructure
 592 data. A city should be prepared to put in place appropriate mechanisms to maintain the trust of its
 593 citizens. A city needs to be capable of responding to increasing public awareness and potential concerns
 594 about how city data is being used, and put in place mechanisms to prevent the erosion of public trust.

595 When determining appropriate security governance for community infrastructure data, it is important
 596 that security measures consider citizens who are residents, visitors and those who enable the efficient
 597 provision of city services.

598

599 **7.3.2 Security strategy**

600 Cities should operate different service delivery options and ownership of the community infrastructure
 601 provision may be complex and will affect the data security measures which can be deployed. Cities need
 602 to consider the autonomy service providers have when devising the appropriate data security measures
 603 to be implemented.

604 The data security strategy which the city develops needs to consider the secure delivery of community
 605 infrastructure and all aspects of the services deployed including particularly:

- 606 • The safety of data sharing and exchange.
 607 • The authenticity of the data exchanged and shared.
 608 • The availability, provenance and reliability of community infrastructure data.
 609 • Confidentiality and commercial sensitivities of service data.
 610 • Appropriate measures to ensure the integrity of data exchanged and shared.
 611 • Resilience requirements of data exchanged and shared.
 612 • Interfaces are sensitive points for data exchange and sharing and data access permissions need
 613 to be put in place.

614 A city needs to develop a security strategy which articulates the overall security policy for community
615 infrastructure, and how data which is to share and exchanged should be collected, managed and
616 processed. This security strategy also needs to consider whether the security policy is justified in
617 accordance the legislation or regulation of the appropriate jurisdiction for the city. The security policy
618 can also be used as the basis to develop and deliver additional community infrastructure services for
619 the benefit of citizens.

620 **7.3.3 Security policy**

621 The data security measures which need to be considered for community infrastructure data exchange
622 and sharing should include the following key areas:

- 623 • Governance
624 • Service personnel
625 • Citizens
626 • Service delivery organizations
627 • Appropriate and proportional city-wide security processes
628 • Physical security required for the city services

629 It is important to ensure that the data security measures are set in the context of the complexity of the
630 community infrastructure and the scale of the city where the infrastructure operates. The data access
631 permissions should be limited to a small and trustworthy group of people.

632 **7.3.4 Accountability and responsibility**

633 The approach to data security should enable an appropriate, across the multi-agency model for the
634 provision of community infrastructure in a city. Moreover, this security approach can also support the
635 development of the data framework and enable the city to determine the accountability and
636 responsibility of each community infrastructure service provider.

637 As the maturity of the secured data exchange and sharing of the data framework evolves, city decision
638 makers should be appointed to reflect this changing data landscape. The changes to the data framework
639 may arise for a number of reasons including;

- 640 - the introduction of new community infrastructure
641 - changes to contractual arrangements for exiting services.

642 The benefit of this approach to data security is that the city will curate the data which is routinely
643 shared and exchanged, and is therefore able to understand the normal operating procedures. This can
644 equip city leaders to ensure that city service providers are both accountable and responsible for the
645 secure sharing, processing and exchange of community infrastructure data.

646 **7.4 Assessment of security risks**

647 **7.4.1 Threat landscape**

650 Smart city leaders need to understand the threat landscape which needs to be mitigated for their city.
651 There need to be an understanding of the range of threats the city faces which should be based on
652 vulnerabilities which might:

- 653
- 654 • Disrupt or corrupt data from community infrastructure services.
- 655
- 656 • Acquire personal data, intellectual property or commercially sensitive data related to community infrastructure services.
- 657
- 658 • Compromise the use, operation or value of city infrastructure services.
- 659
- 660 • Lead to the targeting of city wide vulnerabilities by one or more organization related to the exchange and/or sharing of community infrastructure data. For example, the targeting of integrated transport and traffic management services.
- 661
- 662 • Have the potential to be subject of sabotage via either internal or external attacks. For example, damage caused by malwares, hackers or disaffected personnel.
- 663
- 664 • Compromise cyber physical systems resulting in damage to the physical community infrastructure.
- 665
- 666 • Thefts (blackmailing, utilization, impairment, ...).
- 667
- 668 • Operational risks (EDV program bugs, complexity of handling, dysfunction, ...).
- 669
- 670 • Financial risks.
- An assessment of the threat landscape should consider that attacks could result in loss of confidentiality, availability, safety, resilience, possession, authenticity, utility and/or integrity of data which is exchanged and shared by community infrastructure service providers
- 671 City leaders should ensure that any potential for insecure or poorly maintained services to leak, expose or permit unauthorized access to data which is exchanged and shared is considered. An attack on these infrastructure services could result in a city-wide vulnerability being created.
- 672
- 673
- 674 Contractual arrangements should be in place for the providers of city infrastructure services to enable interoperable data exchange and sharing. It is important to consider whether these contractual arrangements give additional access to other organizations' intellectual property and/or commercially sensitive data, or give extended access to another service providers' infrastructure data than would normally be the case under existing contractual arrangements.
- 675
- 676
- 677
- 678
- 679 7.4.2 Management of security risks**
- 680 7.4.2.1 General**
- 681 There needs to be effective management of security risks for all community infrastructure services. City
- 682 leaders should ensure all relationships related to the access to data for community infrastructure
- 683 service provision are specifically managed to mitigate the security risks which have been identified.
- 684 7.4.2.2 Personal Data**
- 685 To provide interoperable community infrastructure services, the city should exchange and share
- 686 personal data across more organizations than currently is the case. Any security breach of personal data
- 687 should be avoided as this results in damaging to citizen(s), the organization, potentially damage citizen
- 688 trust and therefore is damaging to the city as a whole Once there is a personal data security accident, it
- 689 will endanger citizens, infrastructure agencies and organizations. It will prejudice citizen's trust in
- 690 agencies and organizations. Then, it will put influence on the whole city.

691 **7.4.2.3 Metadata**

692 Metadata provides information about the data which the city exchanges and shares, for example the
693 usage and access rules which apply to data in the data framework. This community infrastructure meta
694 data represents an additional security risk. Should there be a breach of metadata this would reveal key
695 details of how the community infrastructure data is managed. Specific security measures should be
696 introduced to ensure the effective management of metadata.

697 **7.4.2.4 Reference data**

698 Reference data does not need regular updates and does not change regularly in terms of content. For
699 example, the tolerances of sensors or the location of key buildings. However, the potential impact of an
700 attack on this data has city wide implications and has significant impact on community infrastructure
701 services. Specific security measures should be introduced to ensure the effective management of
702 reference data.

703 **7.4.2.5 Aggregated data**

704 To provide, monitor and maintain community infrastructure services, data which is exchanged and
705 shared should be aggregated. This aggregation may lead to increased risks and sensitivities for
706 individuals, groups of individuals and organizations. Particular combinations or absence of data might
707 allow directly or by inference the identification of citizens with particular health conditions. For
708 example, specific security measures should be introduced to ensure the effective management of
709 aggregated data.

710 It is important that the risks of aggregating data which is exchanged and shared also considers the
711 security measures which are required to mitigate the threat of aggregated data being used in malicious
712 pattern of life analysis.

713 **8 Data privacy**

714 **8.1 General**

715 The considerations of data privacy are of equal importance to those guidelines related to the security of
716 data related to all smart city infrastructures in a smart city. Data privacy applies to all data which can be
717 personal data or data which can be used to construct personal data about a citizen.

718 The multi-agency model of a smart city consists of many different organizations, each of which have the
719 responsibility of delivering city services and all of whom share responsibility for the preservation of the
720 privacy of citizen data.

721 The data privacy guidelines specified in this document are limited to the exchange and sharing of data
722 which is used by smart city infrastructures.

723 **8.2 Privacy guidelines and activities**

724 **8.2.1 General**

725 The data privacy protection detailed in this document is to be used by smart cities to determine the
726 privacy and confidentiality protection required for data relating to individuals and organizations
727 involved in the provision of city services. Specifically, these privacy protection guidelines relate to those
728 organizations participating in the data exchange and sharing of smart community infrastructures in
729 smart cities.

730 **8.2.2 Privacy Principles**

731 The following eight privacy principles should be applied for the exchange and sharing of smart
 732 community infrastructure data where personal data is included or can be inferred:

- 733 • Fairly and lawfully processed within the jurisdiction to which they apply.
- 734 • Obtained only for specified purposes and not further processed in a manner incompatible with
 735 those purposes.
- 736 • Adequate, relevant and not excessive.
- 737 • Accurate and up-to-date.
- 738 • Not kept for longer than is necessary.
- 739 • Processed in line with the rights afforded to individuals under the legislation or regulation of
 740 the jurisdiction it applies, including the right of subject access.
- 741 • Kept secure.
- 742 • Not transferred to countries or regions outside the jurisdiction to which it applies without
 743 adequate protection.

744 If any exemptions from the eight privacy principles have been determined by the smart city, these
 745 exemptions should be documented and acknowledged for each smart community infrastructure service
 746 to which they apply.

747 Each organization participating in the data exchange and sharing of smart community infrastructure
 748 data should ensure that these privacy principles are carried out consistently within the requirements
 749 and guidelines of the smart community infrastructure service to which it applies.

750 **8.2.3 Consider city stakeholders**

751 The eight privacy principles should apply to the exchange and sharing of data for all smart community
 752 infrastructure services during design, build and implementation of each city community infrastructure
 753 service. Consideration should be given to all stakeholders for example public, patients, students, clients,
 754 suppliers, business partners and city service organizations.

755 At all stages of the implementation of the city community infrastructure service, the data owner, data
 756 publisher and service user roles should be identified and considered alongside the privacy preservation
 757 principles. Organizations should be identified and the data responsibilities they hold should be
 758 determined. Additionally, the appropriate mechanisms should be implemented to facilitate confidential
 759 exchange and sharing of smart community infrastructure data.

760 Smart cities should ensure the explicit identification and documentation of the high-risk categories of
 761 personal data processed by the city service organizations because of the operation of smart community
 762 infrastructure services.

763 High-risk categories of personal data can include:

- 764 • Sensitive personal data as determined by legislation or regulatory regimes.
- 765 • Personal bank account and other financial information.
- 766 • National identifiers, such as national insurance numbers.

767 • Personal data relating to vulnerable adults and children.

768 • Detailed profiles of individuals.

769 • Sensitive negotiations which could adversely affect individuals.

770 It is important that the smart city takes account of community infrastructure services where high
771 volumes of personal data are processed and appropriately manages the increased level of risk in these
772 circumstances.

773 **8.2.4 Specific thematic data**

774 Each smart community infrastructure organization participating in city data exchange and sharing
775 should have their own guidelines to protect some data related to the service, for example intellectual
776 property rights, commercially sensitive data, etc. These organizations should be considered when
777 developing the appropriate data exchange and sharing mechanisms for each smart community
778 infrastructure service. It is important to recognize where specific data can be considered that not only
779 privacy but also security implications. Were such data to be inadvertently or deliberately made
780 available it could have implications not just for individuals or the city service, but for the whole city.

781 **8.2.5 Operational guidelines**

782 Once smart community infrastructure systems are implemented, they form important and sometimes
783 essential city services. The smart city expects to apply urban management, personalization and
784 customization of any or all of these services. During the operation of these services, it should inevitably
785 change the privacy mechanisms, rules and policies which govern the exchange and sharing of data. The
786 identified roles and responsibilities should be managed in order that any changes needed are
787 appropriately reflected. These measures should allow the update of all aspects of the management
788 strategy such as:

789 • Updating of internal service rules.

790 • Interaction rules between organizations.

791 • Operational process changes.

792 • Protective measures such as defining new roles.

793 • Changes to data access management rules.

794 • Maintenance responsibilities.

795 In each of these cases where operational changes are required, a city should ensure that this also
796 involves the examination of guidelines for authentication, authorization, access and audit.

797 **8.3 Privacy strategy and governance**

798 **8.3.1 Senior management team**

799 The smart city should ensure that a senior management team is tasked with issuing and maintaining a
800 privacy policy that sets a clear framework and demonstrates support for, and commitment to the
801 exchange and sharing of smart community infrastructure data. This should include managing
802 compliance with data protection legislation, regulation, and application of appropriate good practice
803 policies.

804 **8.3.2 Privacy policy**

805 The privacy policy should state that it covers either:

- 806 • The entire city and the organizations who deliver services.

- 807 • Identified organizations involved in the design, build, implementation or delivery of smart
808 community infrastructure services.

809 The privacy policy should be communicated to all personnel responsible for delivering smart
810 community infrastructure services in the city.

811 **8.3.3 Accountability and responsibility**

812 The city should designate a member of the senior management team to be accountable for the privacy
813 guidelines of city services. The designated team member should be accountable for the management of
814 privacy, exchange and sharing of data for the city. This team member should also be responsible for
815 compliance with data protection legislation, regulation and endeavor to demonstrate and promote a
816 good privacy practice regime.

817 The complexity of a smart city and its services may require a number of officers responsible for the
818 establishment of appropriate data exchange and sharing policies and compliance activities. The privacy
819 procedures should ensure that:

- 820 • The city service organizations process personal data fairly and lawfully.

- 821 • The city service organizations process personal data only where this is justified.

- 822 • The city service organizations process sensitive personal data only where this is necessary for the
823 city service organizations purposes and is justified in accordance with the legislation or regulation
824 of the appropriate jurisdiction.

825 Any individual or organization supplying personal data to the city should be provided with access to the
826 exchange and data sharing rules which should be applied. This should require the city to produce a
827 privacy notification which needs to clearly communicate the following information:

- 828 • The identity of the city service organization.

- 829 • The purposes for which data is to be exchanged, shared or processed.

- 830 • Information about the disclosure of exchanged or shared data to third parties.

- 831 • Information about an individual's right of access to personal data when data is exchanged, shared or
832 processed.

- 833 • Whether personal data is transferred outside the legislative or regulated jurisdiction without
834 adequate protection.

- 835 • Details of how to contact the city with queries related to the processing of data which is exchanged
836 or shared.

- 837 • Details of any technologies, for example cookies, used on a website to collect personal data about
838 individuals.

- 839 • Any other information that would make the processing fair.

840 **8.3.4 Privacy processes**

841 A smart city should incorporate privacy processes which ensure that any city organization shares
842 personal data with another city organization for the provision of city services. The responsibilities of
843 both parties with regard to the data exchanged or shared are in line with smart city privacy policy.
844 These privacy processes should be formally documented in a written data agreement or contract as
845 appropriate.

846 Privacy processes should incorporate procedures which ensure that, where each organization is using
847 the data for the provision of community infrastructure services:

- 848 • The written agreement or contract describes both the purposes for which the data may be used and
849 any limitations or restriction on the use of the data.
- 850 • Each organization provides an undertaking or evidence of its commitment to processing the data in
851 a manner which does not contravene the smart city privacy policy.

852 The privacy policy should incorporate procedures which ensure that, wherever possible, any new
853 processing which involves the exchange or sharing of data with third parties is compatible with the
854 privacy notification policy of the city, and the terms of privacy notifications provided to the individual,

855 Where this is not possible, the community infrastructure organization should ensure that it has:

- 856 • A legal basis for the data exchange and sharing.
- 857 • If required, the individual's consent to the data exchange and sharing.

858 Where data exchange and sharing with third parties is permitted without the consent of the individual,
859 the privacy process should incorporate procedures, which ensure that an auditable record of the
860 protocols and controls for this data exchange and sharing is documented.

861 Where data exchange and sharing with third parties are required, for example, by legislation, the
862 privacy process should incorporate procedures, which ensure that the protocols and controls for the
863 data exchange and sharing are documented.

864 **8.3.5 Privacy rights of individuals**

865 Irrespective of who was the creator of the personal data, it is important to recognize that individuals
866 have rights over their own data. The privacy process should include procedures, which ensure that
867 individuals' rights in relation to their data are respected, and that requests to exercise such rights are
868 dealt with within any statutory time limits. Privacy rights include access to information, objection to
869 processing, and review of automated processing.

870 **8.3.6 Complaints and appeals**

871 The privacy process should incorporate a complaints procedure which ensures that complaints about
872 the exchange, sharing or processing of personal data are handled correctly. This should include
873 procedures for considering appeals by individuals about the way their complaints have been handled.

874 **9 Data roles and responsibilities**

875 **9.1 General**

876 The data related to smart cities should contain citizens' behaviour, location, trajectory, and
 877 communication records, which are regularly and automatically collected by all kinds of fixed and mobile
 878 terminals, sensors, cameras and applications.

879 While the value of continuously collected data increases, security threats to data are also increasing.
 880 Data roles and responsibilities should clearly include the obligation to facilitate privacy and security
 881 measures.

882 **9.2 Data roles**

883 Although individual cities have their own data value chain, there are five key roles to be fulfilled to
 884 maximize the impact of the data framework in a city.

885 The roles that exist across the data value chain include:

886 a) Data creator

887 The data creator role defines those organizations who collect and/or transform data for the city or its
 888 services. This role can be passive where the organization is responsible for the creation of data for a
 889 city, as part of the provision of a city service, for example the creation of the city data relating to the
 890 location of lampposts in the city. Additionally, this role can be a reactive role where operational insight
 891 data is collected and is transformed to provide the city with critical insight, for example a transport
 892 operator in a city who supplies data collected from cameras in the event of a critical incident. For
 893 derived or aggregated data, the data creator is the provider of the process which transforms the data
 894 created by others.

895 b) Data owner

896 The data owner is the designated curator for the data related to a city service on behalf of the city. The
 897 responsibilities of this role include the authority to change the data where appropriate and maintain the
 898 transparency for the provenance of the data within the data framework on behalf of the city.

899 c) Data custodian

900 The data custodian role differs to the data owner role as this organization does not own the data, it
 901 merely is the custodian of the data for a specific purpose or task related to the provision of a service
 902 within the city

903 d) Primary publisher

904 The primary publisher role relates to the organization that performs the publication role for all data
 905 across the data spectrum. All sources of data can be viewed by the organization who performs this
 906 publisher role, all data however might not be published. Publication of the data depends on which part
 907 of the data spectrum the data belongs to and the access restrictions which apply.

908 e) Secondary publisher

909 In a smart city an additional publication role exists. The publication of some of the data on the data
 910 spectrum is facilitated by the primary publisher. As a result, for some of the published data an
 911 organization creates additional value from the city data which has been published. This secondary
 912 organization should be encouraged to publish the new value data which has been created, performing
 913 the role of secondary publisher. The secondary publisher should monitor the quality of the data in the

914 data framework, feeding back to the city on any variance detected as part of the data publication
915 process. Any access restrictions to the data to be published as part of this secondary publication role are
916 determined by the primary publisher. A feedback loop should be incorporated which supports the
917 primary publisher delegating authority to the secondary publisher to oversee the publication of the
918 data itself

919 f) Users

920 There are numbers of organizations which can have differing roles in the data value chain but are also
921 considered to be the users of city data. Although this varies between cities, the key user groups that are
922 common to all cities are:

- 923 • City organizations which support the operation of city services, for example emergency services,
924 community health services and contractors;
- 925 • Third sector organizations providing or supporting city services;
- 926 • Business users, for example corporations and SMEs;
- 927 • Citizens;
- 928 • Academic organizations;
- 929 • Other cities;

930 **9.3 Provenance of data**

931 The metadata and reference data within the data framework should be specific to a city and is crucial to
932 understand the provenance of data to have effective data exchange and sharing of city infrastructure
933 data. The value of the city data can be unlocked by ensuring that the smart city infrastructure data is
934 findable, accessible and interoperable as below.

- 935 • Findable
936 mechanisms which ensure the data is discoverable and identifiable.
- 937 • Accessible
938 licenses and/or license restrictions that are applicable to the use of the data and how the data is made
939 accessible for use by third parties.
- 940 • Interoperable
941 the extent to which the data are made available to all organizations for use or reuse.

942 The data framework provides a useful tool acting as an inventory of the smart city infrastructure data,
943 facilitating city leaders to identify the potential impacts and benefits of sharing and exchanging smart
944 city infrastructure data.

945 **9.4 Accountability**

946 Data owners are accountable for ensuring that data collection, exchange and sharing processes are
947 implemented in a consistent manner across all city infrastructures, particularly in terms of the
948 underlying definition of metadata and reference data, data quality, protocols and formats.

949 City stakeholders encounter number of general problems that are the result of inherited siloed data
 950 estates, for example:

- 951 • Fragmented datasets
- 952 • Different temporal framework
- 953 • Different spatial footprint
- 954 • Different granularity
- 955 • Differing and proprietorial formats
- 956 • Different definitions of same datasets
- 957 • Low motivation to share

958 Consequently, issues of ownership and associated intellectual property rights can act as barriers to the
 959 exchange and sharing of city infrastructure data and create obstacles to the realization of the value in
 960 the data framework.

961 Nonetheless it is in the wider interests of city data owners to accommodate the sharing and exchange of
 962 data between city infrastructure services to promote investment in city infrastructure that maximizes
 963 city performance, reduces costs, harmonises the needs of citizens, supports city leadership, the
 964 environment and promotes sustainable development and city resilience.

965 **9.5 New business models**

966 There are many new business and commercial models which could support the creation of the data
 967 framework and overcome the siloed data legacy.

968 One example of this is a city data cooperative, as an accountable trusted partner. This business model is
 969 a mechanism to provide the collaborative framework to develop and support a range of quality and
 970 accountability agreements for smart city infrastructure data. A city data cooperative could be formed to
 971 reduce the burden of exchanging and sharing of data between infrastructures. These organizations
 972 create quality protocols providing and useable data formats to maximizing the benefits of exchanging
 973 and sharing of smart city infrastructure data.

974 As infrastructure owners, suppliers and operators make use of big data generated by city activities and
 975 interactions, cities should continue to develop use cases, around which standards are agreed, leading to
 976 practical templates and processes that support good data governance.

977 **9.6 Standards Framework for Cooperative models**

978 A standards framework for cooperative data exchange and sharing should include the Interfaces,
 979 Processing, Integration, Measures and the assessment of Impacts on a scale for each city area and
 980 organization affected using the Smart City Concept Model defined in ISO/IEC 30182. Technical
 981 standards for other interfaces, such as devices and meters, are already well established.

982 Integration standards include the technical aggregation and management of data with the assignment of
 983 interdependent roles among data controllers, processors, integrators and suppliers which support the
 984 legislative and regulatory jurisdiction for the city.

985 Regarding the measurement of impact smart city indicators, such as those recommended in ISO
 986 37120:2014, help interpret impacts for the four levels of insight, operational, analytical, strategic and
 987 critical as defined in ISO/IEC 30182:2017 Smart City Concept Model.

- 988 To understand impact, standards which prepare impact assessments should closely align with ISO
 989 37153:2017.
- 990 This is a complex and well served standards arena. PAS 183:2017 gives appropriate guidance to be used
 991 for the exchange and sharing of smart city infrastructure data.

992 **10 Use cases**

Project title	Beijing Almighty Virtual Card application and security management Platform – A Case study for Security of Community Infrastructure Data Exchange and Sharing
Project profile	<p>Security guidelines: In Beijing, mobile virtual cards are needed to implement different government departments issue and management, as well as citizens daily activities concerning acquisition of food, clothing, shelter, transportation, entertainment, education, medical care, and payment for water, electricity and gas. It is required to ensure security for citizen identity information in the process of providing access to these activities with convenient and low cost.</p> <p>The Beijing virtual card security management platform is based on virtual cardholders, the application of terminal unique identification authentication, encryption and virtual CARDS in the process of transaction security barrier protection. It will greatly reduce the risk of existing information and data security threats by the use of a decentralized offline authentication mode, the online maintenance, security management of virtual CARDS and virtual POS greatly by reducing the overall operating cost and social cost. By these means, the Beijing Almighty Virtual Card application and security management Platform provide a big data source for community analysis and decision making, the mutual trust and security guarantee mechanism of community infrastructure data exchange and sharing is formed.</p> <p>The Beijing Almighty Virtual Card Management Platform includes three parts: 1) basic guarantee system; 2) the Beijing Almighty Virtual Card System and 3) a data operation platform.</p> <p>On security design, the project follows the principle of protecting the weakest link, integrity, consistency, least privilege, operability, combining technology with management and other principle of security designs.</p> <p>Transaction security technology includes anonymous technology, identity authentication technology, anti-duplication trading technology and anti-counterfeiting technology.</p> <p>In terms of network system security, the project divides the network domain into parts with different security levels, between which firewall and access control policies limit illegal access. The network audit system and intrusion detection system are used to increase the detection and audit of network</p>

	<p>security incidents.</p> <p>Through the credible guarantee technology by provision of an ECC chip, secure container and the life cycle management, a safe and trusted application environment are provided for the distribution, circulation and transaction of virtual cards.</p> <p>To ensure that the application system's database systems are secure, such as transaction and communication security, user access control, and data security, powerful encryption techniques - an asymmetric key system, Combined Credit Key System (CCKS) is used in this project, which enables identification without the need for the support of a third-party certification center (CA)which can support offline authentication in IoT and real time anti-counterfeiting, deploys rapidly and lower cost.</p> <p>In addition, the pre-access service system is used to access the virtual card SDK, which provides access to account management and transaction services for virtual CARDS. The exchange system can be deployed with multi-node and handle the requested routing processing, transaction processing, transaction process management, etc.</p>
Organization	<p>Organizer: Beijing Municipal Commission of Economy and Information Technology</p> <p>Main participants: Beijing Municipal of Health and Family Planning; Beijing Municipal Civil Affairs Bureau; China Smart City Technology Co., Ltd; Cyber Nerv Communications Inc.</p>
Place	Beijing
Time	2016-2017
Reference	<p>1. Construction Plan of Beijing Almighty Virtual Card Platform V1.0</p> <p>2. Smart community Public Information Platform Construction Guide (Trial Version).</p> <p>3. URL: http://www.beijing.gov.cn/bmfw/cxfw/bjt/</p>
Relevance to this document	7.2,4 Security principle, governance and strategy
	9.2,3 Privacy guidelines, strategy and governance
	10 Data ownership and responsibility

994
995
996**Annex A (informative)****Case study**997 **A.1 Data exchange and sharing for community infrastructure based on "Map W**
998 **orld · Nanjing"**

Project title	Data exchange and sharing for community infrastructure based on "Map World · Nanjing"
Project profile	<p>With the continuous development of Smart Community, the demand by government departments for spatial and other information applications are also increasing. The need for data sharing is very strong. Based on "Map World · Nanjing", the Nanjing government builds up community infrastructure public service platform and establishes an integrated map of all kinds of community infrastructure data. The platform provides portal, standard online service, API, front server, mobile APP, and other application patterns. It carries out community infrastructure data sharing and exchange. It also plays an important role in smart community, mainly including portal, data management system, service publication system, catalogue and data exchange system, operation management system and collaborative management system.</p> <p>This case study constructs a smart community infrastructure data system, and could provide services for data integration, synthesis and management. A framework for data exchange and sharing is established. Based on data security within the life cycle, smart community infrastructure data exchange and sharing could be completed.</p> <p>Regarding the data type, the platform constructs community infrastructure data systems for "energy, water, transport, waste, ICT", and feature refined. Besides the property of geo-information, smart community infrastructure also contains abundant thematic information and reference information. The data management system can realize the effective organization and management of multi-type and multi-format data.</p> <p>The data fusion, catalogue and data exchange system is based on the CSW directory service specification, and provides service registration, discovery and binding to achieve interoperability between national, provincial and municipal community infrastructure service. Based on "Map world · Nanjing", the platform could carry out data integration, synthesis and management in the fields of rail traffic, sewage, rainfall, etc. and establishes one map of community infrastructure data.</p> <p>Regarding the data sharing and exchange framework, the service publishing system provides online information services and supports service-based application construction with regular programming languages. The platform provides a variety of shared patterns such as portal, standard service, API</p>

	development, server front, mobile APP, etc. Regarding the data security, the operation management system realizes platform users and authority management, service management and service application operation status monitoring.
Organization	Project owner : Nanjing Urban Planning Bureau Main participants: Nanjing Urban Planning Research Center, Wuda Geoinformatics Co., Ltd, JianYe District People's Government, Gaochun District People's Government, Qixia District People's Government, YuHua District People's Government, Jiangning District People's Government, Nanjing municipal Public Security Bureau, Nanjing Urban Management Bureau, Nanjing Bureau of Land and Resources, Nanjing Municipal Environmental Protection Bureau.
Place	Nanjing China
Time	2016-2017
Reference	1. Technical Requirements of Provincial and Municipal Level Nodes of Map World. 2. Guidelines on construction of Smart City Public Information Platform.
Relevance to this document	6.4 Facilitating urban planning
	6.5 Enabling proactive maintenance
	10 Data ownership and responsibility

999 A.2 Data exchange and sharing for community infrastructure based on the
 1000 "Beijing Almighty Virtual Card"

Project title	Beijing Almighty Virtual Card application and security management Platform – A Case study for Security of Community Infrastructure Data Exchange and Sharing
Project profile	<p>Security guidelines: In Beijing, mobile virtual cards are needed to implement different government departments issue and management, as well as citizens daily activities in food, clothing, shelter, transportation, entertainment, education, medical care, and pay for water and electricity gas. It requires to ensure security for citizen identity information in the process of trading these activities with convenient and low cost.</p> <p>Beijing virtual card security management platform is based on virtual cardholders, the application of terminal unique identification authentication, encryption and virtual CARDS in the process of transaction security barrier protection. It should greatly reduce the risk of existing information and data security threat by using of decentralized offline authentication mode, the online maintenance, security management of virtual CARDS and</p>

	<p>virtual POS greatly by reducing the overall operation cost and social cost. By these ways, Beijing Almighty Virtual Card application and security management Platform provide a big data source for community analysis and decision making, the mutual trust and security guarantee mechanism of community infrastructure data exchange and sharing is formed.</p> <p>Beijing Almighty Virtual Card Management Platform includes three parts: 1) basic guarantee system; 2) Beijing Almighty Virtual Card System and 3) data operation platform.</p> <p>On security design, the project follows the principle of protecting the weakest link, integrity, consistency, least privilege, operability, combining technology with management and other principle of security designs.</p> <p>Transaction security technology includes anonymous technology, identity authentication technology, anti-duplication trading technology and anti-counterfeiting technology.</p> <p>In terms of network system security, the project divides the network domain with different security levels, between which firewall and access control policies limit illegal access. The network audit system and intrusion detection system are used to increase the detection and audit of network security incidents.</p> <p>Through the credible guarantee technology by providing ECC chip, secure container and the life cycle management, it provides a safe and trusted application environment for the distribution, circulation and transaction of virtual cards.</p> <p>To ensure that the application system's database systems are secure, such as transaction and communication security, user access control, and data security, powerful encryption technique - an asymmetric key system, Combined Credit Key System (CCKS) is used in this project, which enables identification not needing third-party certification center (CA) supporting, can support offline authentication in IoT and real time anti-counterfeiting, deploys rapidly and lower cost.</p> <p>In addition, the pre-access service system is used to access the virtual card SDK, which provides access to account management and transaction services for virtual CARDS. The exchange system can be deployed with multi-node and handle the requested routing processing, transaction processing, transaction process management, etc.</p>
Organization	<p>Organizer: Beijing Municipal Commission of Economy and Information Technology</p> <p>Main participants: Beijing Municipal of Health and Family Planning; Beijing Municipal Civil Affairs Bureau; China Smart</p>

	City Technology Co., Ltd; Cyber Nerv Communications Inc.	
Place	Beijing	
Time	2016-2017	
Reference	1. Construction Plan of Beijing Almighty Virtual Card Platform V1.0 2. Smart community Public Information Platform Construction Guide (Trial Version). 3. URL: http://www.beijing.gov.cn/bmfw/cxfw/bjt/	
Relevance to this document	7.2,4	Security principle, governance and strategy
	9.2,3	Privacy guidelines, strategy and governance
	10	Data ownership and responsibility

1001

1002

Bibliography

- 1003 1) ISO/IEC27000 2014 Information technology — Security techniques — Information security
1004 management systems — Overview and vocabulary.
- 1005 2) ISO/IEC 27001:2013(EN) Information technology — Security techniques — Information
1006 security management systems — Requirements
- 1007 3) ISO/IEC 27002 2005 Information technology — Security techniques — Code of practice for
1008 information security management.
- 1009 4) ISO/IEC 27003 2010 Information technology — Security techniques — Information security
1010 management system implementation guidance
- 1011 5) ISO/IEC 27004 2009 Information technology -- Security techniques -- Information security
1012 management – Measurement
- 1013 6) ISO/IEC 27005 2011 Information Technology – Security techniques - Information security risk
1014 management
- 1015 7) ISO/TS 37151 27005 2011 Smart community infrastructures —Principles and requirements for
1016 performance metrics
- 1017 8) Internet X.509 Public Key Infrastructure Certificate and Certificate Revocation List (CRL) Profile
- 1018 9) ISO/IEC 11770-1:2010 Preview Information technology -- Security techniques -- Key
1019 management -- Part 1: Framework
- 1020 10) ISO/IEC 11770-3:2015 Preview Information technology -- Security techniques -- Key
1021 management -- Part 3: Mechanisms using asymmetric techniques
- 1022 11) ISO/IEC 15946-1:2016 Preview Information technology -- Security techniques -- Cryptographic
1023 techniques based on elliptic curves -- Part 1: General
- 1024 12) Xianghao Nan , Combined Public Key (V8.0) , International Journal of Automation and Power
1025 Engineering (IJAPE), 2014, 3: 119-123
- 1026 13) ISO/IEC TR 29181-5:2014 Information technology -- Future Network -- Problem statement and
1027 requirements -- Part 5: Security
- 1028 14) A Soft Key System and Its Implementation (China Patent: 201510028842.2).
- 1029 15) A New Terminal Security Soft Key Management Method (China Patent: 201510690811.3)
- 1030 16) GB/T 25056-2010 Information security techniques - Specifications of cryptograph and related
1031 security technology for certificate authentication system
- 1032 17) GB/T 20988—2007 Information security technology -Disaster recovery specifications for
1033 information systems
- 1034 18) GB/T 33132-2016 Information security technology—Guide of implementation for
1035 information security risk treatment

- 1036 19) ISO/IEC 27033-1:2015 Preview Information technology -- Security techniques --
 1037 Network security -- Part 1: Overview and concepts
- 1038 20) PAS 183:2017 Smart cities – Guide to establishing a decision-making framework for sharing
 1039 data and information services
- 1040 21) BSI: 2015. City data survey report for BSI in support of understanding data requirements and
 1041 standards for smart city initiatives.
- 1042 22) https://www.bsigroup.com/Documents/BSI_City%20Data%20Report_Singles%20FINAL.pdf.
- 1043 23) BSI: 2016. European Innovation Partnership for Smart Cities & Communities (EIP-SCC). EIP-
 1044 SCC Urban Platform Management Framework. Enabling cities to maximize value from city data.
 1045 Ver 03 October 2016. https://www.bsigroup.com/Sustainability/EIP_Mgmt_Framework.pdf.
- 1046 24) BSI: 2017. European Innovation Partnership for Smart Cities & Communities (EIP-SCC).
 1047 Rethinking the city: using the power of data to address urban challenges and societal change A
 1048 guide for city leaders. https://www.bsigroup.com/Sustainability/EIP_Leadership_Guide.pdf
- 1049 25) BS ISO/IEC 30182:2017. Smart city concept model. Guidance for establishing a model for data
 1050 interoperability.
- 1051 26) BSI.PAS 183:2017 Smart cities – Guide to establishing a decision-making framework for
 1052 sharing data and information services
- 1053 27) ISO/DIS 37120 :2017 Sustainable development in communities -- Indicators for city services
 1054 and quality of life (taking place of ISO 37120:2014 Sustainable development of communities --
 1055 Indicators for city services and quality of life
- 1056 28) ISO/DIS 37155:2017 Smart Community Infrastructure Maturity Model
- 1057 29) Imperial College, London (2016) D8.1: Common monitoring and evaluation framework
 1058 (CMEF), Sharing Cities project funded by EU Horizon 2020
- 1059 30) BSI (2017), Smart City Concept Model ISO/IEC 30182:2017
- 1060 31) Teeside University (2016), D1.3 Data Management Plan, Demand Response in Blocks of
 1061 Buildings (DR-BOB) project funded by EU Horizon 2020
- 1062 32) TNO (2016) D2.1: Definition of data sets, CITYkeys project funded by EU Horizon 2020
- 1063 33) ISO 13281-2:2000, Industrial automation systems and integration—Manufacturing
 1064 Automation Programming Environment (MAPLE) — Part 2: Services and interfaces
- 1065 34) ISO/Guide 73:2009, Risk management — Vocabulary
- 1066 35) ISO/IEC/IEEE 24765:2010, Systems and software engineering — Vocabulary
- 1067 36) ISO 10845-5:2011 ,Construction procurement — Part 5: Participation of targeted enterprises
 1068 in contracts
- 1069 37) ISO/IEC 20000-1:2011, Information technology -- Service management -- Part 1: Service
 1070 management system requirements
- 1071 38) ISO 14721:2012, Space data and information transfer systems — Open archival information
 1072 system (OAIS) — Reference model

ISO 37156

- 1073 39) ISO/TS 13399-5:2014, Cutting tool data representation and exchange -- Part 5: Reference
1074 dictionary for assembly items
- 1075 40) ISO 9000:2015, Quality management systems — Fundamentals and vocabulary
- 1076 41) ISO/IEC 2382:2015, Information technology -- Vocabulary
- 1077 42) ISO 15489-1:2016, Information and documentation — Records management — Part 1:
1078 Concepts and principles
- 1079 43) ISO 37100: 2016, Sustainable cities and communities — Vocabulary
- 1080 44) ISO/TS 19163-1:2016, Geographic information — Content components and encoding rules for
1081 imagery and gridded data — Part 1: Content model
- 1082 45) ISO/IEC 25066:2016, Systems and software engineering -- Systems and software Quality
1083 Requirements and Evaluation (SQuaRE) -- Common Industry Format (CIF) for Usability --
1084 Evaluation Report
- 1085 46) ISO 5127:2017 , Information and documentation — Foundation and vocabulary