



PUBLIC SECTOR INFORMATION GUIDANCE NOTE 4: EXTENSION OF CLICK-USE LICENCE

**This explains the benefits of using the extended Click-Use Licence to
authorise the re-use of information**

Background

1. Under Regulation 16 of the PSI Regulations, public sector organisations have a responsibility to specify any:
 - applicable conditions for re-use; and
 - standard charges for re-use.
2. This note explains how public sector organisations can authorise the re-use of their information by means of the Click-Use Licence that is managed by the Controller of HMSO, an official operating from within OPSI.
3. A copyright licence is the means by which a copyright owner allows somebody else to re-use copyright protected information.
4. There are basically three options for allowing re-use of information. These are:

Option A - By Implied Licence

This involves giving permission by means of a notice appearing on a website or in a print publication. The advantage of this option is that once you have published the notice there is virtually no administration at all. The disadvantage is that you will not necessarily know who is authorised to re-use your information. Also there is less scope for covering a wide range of terms and conditions.

The implied licence approach works best where you are content to see the information re-used and are not seeking to charge for its re-use. This is dealt with in more detail in PSI Guidance Notes 2 and 3.

Option B – By using the Click-Use Licence

This involves authorising OPSI to license the re-use of your information via the Click-Use Licence. The advantage of this option is that you will not have to develop your own standard licence in order to meet your responsibilities under the PSI Regulations.

Option C - By Formal Licence

This involves a contractual arrangement between the copyright owner and the re-user. The advantage of this approach is that it gives you a greater element of control. You will know precisely who is authorised to re-use your information. It also gives an opportunity to specify particular terms and conditions. The disadvantage is that it requires rather more administrative effort than Options A and B and it can take longer to transact.

The formal licence approach is suitable when you are licensing the re-use of commercial information and are seeking a financial return. It follows that it will contain details involving payment arrangements and invoicing. This is dealt with in more detail in PSI Guidance Note 5.

5. This Note covers Option B. A copy of extended Click-Use Licence terms and conditions is at Annex A.

What is the Click-Use Licence?

6. The Click-Use Licence was launched in 2001. Since then, over 9,000 licences have been taken out worldwide. Under the Click-Use Licence re-users agree to a set of licence terms that are published online. They can then use a wide range of information produced by central government under the one licence. The Click-Use Licence is free of charge.

Extension of the Click-Use Licence

7. In order to assist public sector organisations meet their responsibilities under the PSI Regulations, OPSI is offering them the opportunity of allowing their information to be licensed under the Click-Use Licence. The benefit for you is that you will not have to develop your own standard licences.

What are the benefits of Click-Use?

8. There are many benefits for both the re-user and the copyright owner. The main ones are:
 - the licensing process is quick and simple;
 - it reduces the need to negotiate licences on an individual basis, so cutting down on administrative effort;
 - the system is fair and transparent in that all re-users can be confident that they are being offered the same terms as other re-users;

- it enables compliance with the PSI Regulations.

What will you need to do to arrange for your information to be covered by the Click-Use Licence?

9. You will need to:

- identify the categories of information you would like to be covered. For example, published information, press notices and information published on your website;
- mandate the Controller of HMSO to license the information on your behalf. This is necessary because the copyright in the information will continue to rest with you. A copy of the mandate is at Annex B;
- notify potential re-users that the information can be re-used under the Click-Use Licence by providing links to the Click-Use website and notices in published information.