CITY OF ALLENTOWN

No. **R144**   *RESOLUTION*   *R - 2017*

Supports an Open Government Platform and Establishes an Ad Hoc Committee to make recommendations to Council and the Administration on Open Data Policy

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Resolved by the Council of the City of Allentown, That

WHEREAS, the City Council of Allentown believes that advancing principles of transparency, accountability, efficiency, and citizen collaboration are core elements to maintaining a healthy system of local government; and

WHEREAS, City Council is committed to improving openness and transparency in government to promote more efficient use of taxpayer resources, good governance, and sustainable accountability for the benefit of all City residents; and

WHEREAS, other municipalities in Pennsylvania and throughout the country have created open data infrastructures that improve governance and municipal services by using new technologies to engage residents and facilitate the development of bilateral data sharing partnerships between local government, educational institutions, non-profits, and the private sector; and

WHEREAS, Open Government is based upon the principles of transparency, efficiency, and collaboration and the evolving technology landscape now offers additional opportunities to promote Open Government, and

WHEREAS, Open Data, proactively disclosing City data, is the foundation of Open Government and is consistent with citizens' rights to public information and serves to promote engagement with the potential benefit of civic development of applications to improve service delivery through expanded and innovative applications; and

WHEREAS, Open Source Platforms promote Open Government by fostering collaboration with opportunities for citizen-developed functionality and for the City to contribute to repositories for re-use of source code by other municipal governments, with the added potential to decrease costs and increase robustness of city-developed applications; and

WHEREAS, in order to enhance transparency, public collaboration, accountability and promote better decision-making, City Council wishes to establish an open data working group to prepare a government open data infrastructure development plan and/or report.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALLENTOWN: That the City Council is committed to Open Government and the principles of transparency, efficiency, and collaboration and seeks to adopt an Open Government Framework with a comprehensive set of policies, initiatives, guidelines and standards.

BE IT RESOLVED by Allentown City Council as follows:

1.   *Establishment of Open Data Working Group.* Within thirty (30) days of the date of adoption of this resolution, the President of City Council shall consult with the Mayor and his administration and appoint individuals to serve on an open data infrastructure development working group. The Working Group may include and/or interface with any individuals or entities City Council thinks appropriate in consultation with the Mayor and his administration, including without limitation, members of the public, outside organizations, elected officials, and representatives from City offices.

2. Open Data Working Group Functions. The Working Group's primary functions shall include, without limitation, the following:
(a) Research municipal open data best practices;
(b) Prepare working group documents;
(C) recommend legislative action and perform other tasks as requested related to developing open data infrastructure;
(d) Prepare status reports and presentations for City Council and the public;
(e) actively engage with community members and stakeholders to provide a forum for the development of ideas to promote open government goals, including, without limitation, collaboration with the public, educational institutions, researchers, non-profits, and the private sector, and for generating cost-efficient, interdisciplinary solutions to City issues identified through the public feedback mechanisms of the open government online portal.
(f) Develop rules and standards on open data, based upon principles as outlined in Exhibit A; including limitations due to valid privacy, security, privilege, statutory, or administrative cost concerns, a program for setting priorities of data sets, a timeline for publication of data sets in each department, a design for user-friendly access of the data sets on the data portal, and ongoing metrics to assess progress in disclosure.
(g) *Open Source Platforms*: Guidelines for inclusion in the procurement process, development processes for city-developed open source platforms and release guidelines for re-use by other entities; and approaches to enhance development of the city's use of open source platforms in the civic realm.
(h) Mobile applications: Strategic priorities for services with an evaluation of which applications should be developed or procured by the City; programs to promote citizen development and innovation; and an approach to sustainability and ongoing maintenance of high value, citizen-developed applications.
(i) *Social Media:* Standards to ensure that continued integration into city service delivery and citizen engagement is consistent and leverages new products and practices as they are available.
(j) Develop an Open Government directive with guidelines on steps to achieve transparency, efficiency, and collaboration;

(k) Make other recommendations based upon the principles of transparency, efficiency, and collaboration.

(l) Identify funding requirements and an implementation timeline for the various elements of the recommendations;

(m) Participate in a national dialogue on standards for Open Data initiatives at the municipal level; and

(n) Report bi-monthly to the Council and the Administration.

3. Working Group Documents and Public Presentation. Within six (6) months from the Resolution Date and after engaging with interested members of the public and community stakeholders, the Working Group shall submit a plan for open data infrastructure development with any supporting documents to City Council and present them to City Council at a public meeting.

EXHIBIT A

Open Data Principles

The City of Allentown is cornmitted to fostering open, transparent, and accessible city government, and recognizes that by sharing data freely, the city will generate opportunities for economic development, comnrerce, and civic engagernents for citizens. The city also recognizes that the adoption of open government data standards, and providing tirnely access to city data, will improve transparency, public access to information, and coordination between city entities and the private sector.

1. The rules and standards for publication of data sets shall be consistent with applicable law, including laws related to privacy and accessibility.

2. To the extent practicable and consistent with applicable law and policy, each City department or other entity shall make reasonable cfforts to make available for publication all data sets under the Department's control in an open format that is plarform independent, machine rcadable, and made available to the public without restrictions that impede the re-use of that information.

3. All published data sets shall be in primary forms, as collected at the source, with a level of granularity consistent with law, privacy, and public safety. Only minimal necessary filtering and aggregation will be used to mitigate identified legal, privacy, or public safety issues.

4. All published data sets shall be made available and updated as often as necessary to preserve the integrity and usefulness of the data sets.

5. To the extent feasible, published data sets shall be presented and structured in a format that permits automated processing.

6. To the maximum extent allowed by law, published data sets shall be made available without any registration requirement, license requirement, or restrictions on their use.

7. All public data sets shall be made available with the descriptive information needed to understand what the data are, and how and when they were collected.