

Artificial Intelligence Policy

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ICT and Digital Services



Artificial Intelligence – Why

- Emerging Technology with Rapid Growth in AI Use
- New Risks and Responsibilities
- Supporting Productivity and Service Improvement
- Ensuring Accountability and Transparency

Artificial Intelligence Policy

- Provides clear guidelines for how AI must be used safely, ethically, and responsibly across the Council.
- Ensures all AI use is lawful, fair, and transparent
- Keeps accountability with people, meaning officers, managers, and elected Members always remain responsible for final decisions.
- Requires the use of approved AI tools only, with all outputs always reviewed, checked, and validated by a human before being used.

Benefits and Impact

Benefits	Description
Safe AI Use	Clear rules help staff use AI confidently and responsibly.
Data Protection	Ensures secure handling of data.
Productivity	Encourages tools that save time and improve delivery.
Human Oversight	Keeps accountability with people.
Supplier Compliance	Requires vendors to meet security standards.
Consistency	Provides a unified approach across all Council services.

Next Steps

- Ongoing Monitoring of Emerging Technology
- Investigate tools on the market
- Rollout of Staff Training
- Governance Checks
- Engagement With New and Existing Suppliers

Questions