REPORT TO:	Overview and Scrutiny – Corporate and Community
DATE:	25th July 2024
SUBJECT:	Artificial Intelligence Policy
PURPOSE:	To seek scrutiny committee comments on the proposed AI Policy
PORTFOLIO HOLDER:	Councillor Sandeep Ghosh, Portfolio Holder – Finance
REPORT OF:	James Gilbert, Assistant Director - Corporate
REPORT AUTHOR:	Corey Gooch – Business Intelligence and Change Manager
WARD(S) AFFECTED:	N/a
EXEMPT	No

SUMMARY

Artificial Intelligence (AI) is the development of ICT systems that can perform tasks typically requiring human intelligence, such as learning, problem-solving, and decision-making.

As a Council, it is important to have a policy in place to set out the governance surrounding the use of AI, given it is becoming prevalent as part of software products.

Whilst AI will have benefits to the Council, like all technology, it also presents risk.

The Partnership policy at Appendix A provides a framework for how the Council will use AI and establishes clear accountability mechanisms for managing associated risk. The Policy also explains what AI is and various types of AI.

RECOMMENDATIONS

- That the committee considers the Policy at Appendix A and provides comments to shape the final version.

REASONS FOR RECOMMENDATIONS

- To ensure scrutiny committee has the opportunity to input into the policy prior to consideration by Cabinet

OTHER OPTIONS CONSIDERED

- None.

REPORT

This is a new policy for the partnership, it has been drafted in consultation with PFHs, Senior leadership team, Transformation, ICT, the monitoring officer and the data protection team.

This policy ensures that AI applications are aligned with ethical standards, regulatory requirements, and public interest. It provides a framework for transparency, accountability, and fairness in AI deployment, addressing concerns related to privacy, bias, and security.

By proactively establishing an AI policy across the partnership, its councils can foster innovation while safeguarding community trust, ultimately enhancing service delivery and decision-making processes for the benefit of all citizens.

EXPECTED BENEFITS TO THE PARTNERSHIP

Consistency in an AI Policy across the Partnership workforces is important particularly as officer teams work more closely together. In the future the Councils may also source single ICT systems to support the delivery of services and common ICT policies facilitate this.

IMPLICATIONS

SOUTH AND EAST LINCOLNSHIRE COUNCIL'S PARTNERSHIP

As identified in 'Expected benefits to the Partnership'.

CORPORATE PRIORITIES

N/a

STAFFING

This Policy will have a direct impact on the management of the workforce and ICT systems. The Policies developed are in line with IT best practice, GDPR and security requirements, whilst also seeking to ensure accessibility and efficiency for users.

CONSTITUTIONAL AND LEGAL IMPLICATIONS

These policies fall outside of the Policy Framework of the Council and approval is an executive function. The policies will therefore be presented to Cabinet for approval.

DATA PROTECTION

ICT Policies form part of our key controls in ensuring safe storage and use of data, which includes personal data protected by data protection legislation. Taken together with other measures (such as site security, staff training, and so on) they form part of our technical and organisational measures required for compliance with UK GDPR.

FINANCIAL

The financial implications of any system upgrades that may be required will be considered and budgeted for at that time.

RISK MANAGEMENT

Adoption of suitable policies on the use of ICT is a key means of managing the risk of issues such as data loss, inappropriate access to data, and maintenance of key services that are heavily dependent upon technology. A risk register is in place in relation to ICT and this is monitored via the ICT Strategy Board.

REPUTATION

Having robust AI policies, with a strong focus on protecting the integrity and security of data is important to the reputation of the Council, which is entrusted with sensitive client information to enable the delivery of its services.

CONTRACTS

None

CRIME AND DISORDER

None

EQUALITY AND DIVERSITY/ HUMAN RIGHTS/ SAFEGUARDING

None

HEALTH AND WELL BEING

None

CLIMATE CHANGE AND ENVIRONMENTAL IMPLICATIONS

None

ACRONYMS

PSPS – Public Sector Partnership Services

APPENDICES Appendices are listed below and attached to the back of the report: -	
Appendix A	SELCP Artificial Intelligence Policy

BACKGROUND PAPERS Background papers used in the production of this report are listed below: -	
Document title	**Where the document can be viewed**
N/a	

CHRONOLOGICAL HISTORY OF THIS REPORT	
Name of body	**Date**
N/a	

REPORT APPROVAL	
Report author:	Corey Gooch – Business Intelligence and Change Manager
Signed off by:	James Gilbert, Assistant Director - Corporate
Approved for publication:	Councillor Sandeep Ghosh, Portfolio Holder – Finance