



Report To: Cabinet

Date: 12th December 2024

Subject: Artificial Intelligence Policy

Purpose: To seek Cabinets approval on the proposed AI Policy

Key Decision: No

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: None

Exempt Report: 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 Cabinet considers and approves the Policy at Appendix 1.

Reasons for Recommendations

To ensure the Cabinet has the opportunity to input, review and approve policy.

Other Options Considered

None.

1. Background

- 1.1 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.

2. Report

- 2.1 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.
- 2.2 *(If the financial implications are extensive then inclusion in the main body of the report may be helpful. If additional budget is required, you will need to consider how this is being financed e.g. Grant funded, Reserve Funded etc.)*

3. Conclusion

- 3.1. 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.

Implications

South and East Lincolnshire Councils 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.

Corporate Priorities

None.

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.

Workforce Capacity Implications

(Highlight any specific workforce capacity implications arising from the report in this section. If none, insert the word 'None'.)

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.

Stakeholder / Consultation / Timescales

(This section should be used to outline what consultation has been undertaken and provide an overview of the feedback received. If no consultation has been undertaken insert the words 'No consultation undertaken.' Consideration should be given to consultation with the local Ward Councillor, the relevant Portfolio Holder and other bodies of the Council such as the relevant Overview and Scrutiny Committee.)

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 Wellbeing

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 1 SELCP Artificial Intelligence Policy

Background Papers

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

Chronological History of this Report

A report on this item has not been previously considered by a Council body.

Report Approval

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