



SHIRE OF
HARVEY

2025

Artificial Intelligence Transparency Statement

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Purpose

This state is to inform all interested parties of the use of Artificial Intelligence (AI) at the Shire of Harvey. This is an ongoing Shire's commitment to inform ratepayers and the public.

Scope

This statement refers to the Use of AI in all forms by all staff, contractors and Councillors of the Shire of Harvey.

Governance

The Shire has appointed an AI accountable position to oversee the operation and adoption of AI in the workplace. This position in cooperation with Information Technology and Information Management teams advocate for the responsible use of AI. They facilitate the implementation, monitoring and auditing of AI usage across the Shire.

They are also for the maintenance of AI documentation that informs and guides staff on the use of AI but also empowers them to embrace it.

AI accountable official

The AI accountable official at the Shire of Harvey is the Director Corporate Services.

How we use AI

The Shire of Harvey is embracing the use of AI in a responsible manner that prioritises information security and human oversight is a large component.

The strategy employed is to use AI in a collaborative way with staff first employing generative AI to assist in the normal business processes to generate efficiency. Simple use of AI agents with no autonomy are used. Over time the complexity and autonomy of these solutions will grow. Presently the autonomy level is very low and human oversight is high. Information security and accuracy is prioritised over efficiency.

The Shire has identified the role of external software vendors in the use of AI, especially the Enterprise Resource Planning (ERP) software. These systems form the core of the Shire's information system and are in the process of transforming business activities across the Shire. The Shire recognises that as AI is integrated into these products this transformation will be amplified with the efficiencies provided by AI. As such, we are advocating for AI integration with these vendors, and factoring this into forward planning.

There are no public interactions with the AI employed at the Shire of Harvey. Over time this is possible and will be clearly identified in a review of this statement.

Risk Management

The Shire incorporates the identification, monitoring and mitigating of AI usage risks into our organisational risk management systems.

Review and Update

This statement will evolve to align with technology changes, legislation, policy and governance best practices. We will review at least every 12 months and update it if our AI approach changes, or if anything materially affects its accuracy.

Contact Information

For enquiries regarding the use of AI at the Shire please email the AI accountable officer at shire@harvey.wa.gov.au.

Our commitment

The Shire will continuously refine and enhance our AI capabilities. We do this by ensuring centralised oversight and evaluation of AI tools and guided by the AI Strategy.