

From: [Allie Dunn](#)
To: ["kirsten.windelov@psa.org.nz"](mailto:kirsten.windelov@psa.org.nz)
Subject: CM: Response to Request for information - introduction and use of AI
Date: Friday, 6 September 2024 4:08:00 pm
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[artificial intelligence policy - may 2024\(d24_19064\).pdf](#)

Kia ora

I refer to your official information request dated 6 September 2024, for information on introduction and use of AI tools / applications at the Tararua District Council. The Tararua District Council is not currently licenced to use any AI product. The standard publicly available tools are available to staff for use as long as they adhere to our policy. A copy of our policy is attached.

However, we have recently completed AI workshops on CoPilot and will likely be recommending the licencing of CoPilot for a trial period for some specific use cases.

Ngā mihi

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Allie Dunn | Manager - Democracy Services
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From: Allie Dunn
Sent: Friday, September 6, 2024 2:03 PM
To: kirsten.windelov@psa.org.nz
Subject: Acknowledgement - Request for information - introduction and use of AI

Kia ora

This email is to acknowledge receipt of your request for information, regarding introduction and uptake of AI tools and applications.

We will endeavour to respond to your request as soon as possible and in any event no later than 4 October 2024, being 20 working days after the day your request was received. If we are unable to respond to your request by then, we will notify you of an extension of that timeframe.

As part of our commitment to openness and accountability, we are now proactively

publishing copies of requests for information and the responses provided to these requests, on our website. In doing so, we will ensure we comply with the provisions of the Privacy Act 2020 and redact any personal / identifying information from any response published.

If you have any questions about this, please don't hesitate to get in contact with me.
Ngā mihi



Allie Dunn | Manager - Democracy Services

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From: Kirsten Windelov <kirsten.windelov@psa.org.nz>

Sent: Friday, September 6, 2024 12:20 PM

To: Kirsten Windelov <kirsten.windelov@psa.org.nz>

Subject: Request for information - introduction and use of AI

EXTERNAL EMAIL ALERT: Caution advised. This message is from an external sender. Verify the sender's identity and use caution with attachments and links.

Kia ora

We are interested in understanding the uptake of and approach to artificial intelligence tools/applications by New Zealand councils. Can you please provide me with the following information about the Council's approach to and use of artificial intelligence:

- Is the Council currently using any AI applications/tools? If yes, please list:
 - The name of the application
 - The use of the application
- A copy of any policies or procedures Council has relating to the introduction or use of AI applications/tools.

Thank you in advance for compiling this information for us. If you would like to clarify anything about this request, please don't hesitate to be in touch.

Ngā mihi nui

Kirsten Windelov

Senior advisor policy

Public Service Association Te Pūkenga Here Tikanga Mahi

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