

AI Transparency Statement



This statement outlines how the District Council of Kimba currently uses AI and plans to do so in the future.

Current use of AI

- AI-powered transcription and summarisation tools for internal meetings and corporate reporting.
- Using virtual assistants to streamline email triaging and tasks within the organisation.
- Human-in-the-loop: All outputs are reviewed and approved by an employee before any decision-making.

Purpose & objectives

- Improve internal operational efficiency (e.g. document drafting).
- Allocate employee time to more complex or impactful tasks.

Public-facing use

- Currently no AI directly interacting with residents, and no automated decision-making impacting service delivery.
- Some images may have been created or enhanced using artificial intelligence (AI). Where AI has been used in the creation or enhancement of an image, this will be clearly identified in the accompanying caption where possible.

Governance & monitoring

- Establishing the foundations for responsible and successful AI adoption.
- Adopting an internal AI usage policy aligned with Australia's Ethical AI Principles.
- Appointed an accountable Executive to oversee implementation and compliance.
- AI fundamentals and policy training is undertaken by all employees and Elected Members.

Legal & regulatory compliance

- Aligned with Council's Privacy and AI Policy.
- Undergoing regular risk assessments to identify and mitigate bias or misuse of AI.

Review & update

Statement last reviewed on 14th October 2026. To be updated annually or upon significant deployment of new AI systems.

Contact & enquiries

For questions about this statement or Council's AI use, please email council@kimba.sa.gov.au