

14 October 2024

Freedom of Information Request, Oxford City Council – Reference: **FOI2024/01044**

Further to our acknowledgement, we can confirm that Oxford City Council can advise as follows in response to your Freedom of Information Request received on 18 September:

Request

I am writing to make an open government request for information under the Freedom of Information Act 2000. I would like answers to the questions below to be provided to me via email.

Q1

How many apps and pieces of software do you provide to your employees that contain or use an AI copilot (e.g. Microsoft Copilot or SAP Joule)?

*By copilot, we mean an assistant using AI to assist the user – for instance by answering questions, automating tasks, or analysing/generating text or images

- We do not know the exact number
- 0
- 1-9
- 10-19
- 20-29
- 30-39
- 40-49
- 50 or more

None.

Q2

How much money has your organisation spent on training employees (including time spent on internal training sessions, external contractors and third party courses) how to use AI for work-related activities (between 01/09/2023 and 31/08/2024)?

No expenditure made.

Q3

Do you have a usage policy in place on the use of AI in the workplace? (for instance – have you banned all use of AI, or are employees advised to only use AI for set purposes)

The AI Policy Board is currently preparing a policy for publication this year.

Q4

Has your organisation taken disciplinary action against employees for their use of technology – e.g.

using it outside the bounds of the workplace usage policy?

If yes, did any of the activity relate to the use of AI?

No.

Q5

Are your employees using any of the following AI copilots?

- Microsoft Copilot
- SAP Joule
- WalkMe
- Salesforce Einstein Copilot
- Github
- Tabnine
- Other

No.

If you disagree with any part of the response to your request, you are entitled to ask the Council for an internal review of the decision(s) made. You may do this by writing to the Monitoring Officer, by either email monitoringofficer@oxford.gov.uk – or by post to Monitoring Officer, Oxford City Council, Town Hall, St Aldate's, Oxford, OX1 1BX. After the result of the internal review, if you remain dissatisfied, you may ask the Information Commissioner to intervene on your behalf. You may do this by writing to the Information Commissioner's Office, Wycliffe Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely,

Freedom of Information Officer

| Freedom of Information Team | Law & Governance | Oxford City Council | Town Hall | St Aldate's
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