

19 November 2025

Dear

**ATISN 26288**

Thank you for your request which I received on 22 October. You asked for information as shown at Annex 1, please see responses below.

**Our response**

1. The Authority does have a policy on the use of artificial intelligence / machine learning tools for decision-making by officers or elected members of the Authority. A copy of this policy has been included in PDF format.
2. The Authority does not have a separate policy on the use of artificial intelligence / machine learning tools, relating to the conduct of public procurement.
3. The Authority does not have any reports in relation to our formal governance processes and procedures recommending the adoption of a policy around the use of artificial intelligence or machine learning tools.
4. The Authority has not systematically requested bidders declare whether or not bidders have used artificial intelligence in the creation of their tender response for the period of September 2024 to September 2025, although this may have happened on occasions in specific procurement exercises.

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response.

Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit  
Welsh Government  
Cathays Park  
Cardiff  
CF10 3NQ

or e-mail: [Freedom.ofinformation@gov.wales](mailto:Freedom.ofinformation@gov.wales)

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office  
Wycliffe House  
Water Lane

Wilmslow  
Cheshire  
SK9 5AF

Website: [www.ico.org.uk](http://www.ico.org.uk)

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely

## Annex 1

1. A copy of the policy on the use of artificial intelligence / machine learning tools for decision-making by officers or elected members of the Authority, in PDF or Microsoft Word format.
2. A copy of the policy on the use of artificial intelligence / machine learning tools, specifically relating to the conduct of public procurement by the Authority (where different from the policy in Point 1 above) in PDF or Microsoft Word format.
3. A copy of any report(s) created as part of the Authority's governance process and procedures (in either PDF or Microsoft Word format) in the last five years recommending the adoption of any policy relating to the use of artificial intelligence or machine learning tools by the Authority.
4. Procurement Policy Note 017 and 02/24 provide ways in which a public authority conducting a procurement can collect information on whether a bidder has used artificial intelligence or machine learning in the creation of their tender response. Where the Authority has requested bidders to declare the use of artificial intelligence in the generation of content for the bidder's tender response, please provide in excel spreadsheet format (in three separate columns):
  1.
    1. a. The number of public contracts advertised for competition by or on behalf of the Authority in each month for the period September 2024 to September 2025.
    1. b. The number of tender responses received in each month from September 2024 to September 2025 which have declared that artificial intelligence has been used in the creation of the tender response;
    1. c. the number of tender responses received in each month from September 2024 to September 2025 which have declared that artificial intelligence has not been used in the creation of the tender response.

In respect of question 4 above, where either:

1. the Authority has not requested bidders declare whether or not bidders have used artificial intelligence in the creation of their tender response for the period of September 2024 to September 2025; or
2. The Authority has requested bidders declare whether or not bidders have used artificial intelligence but gathering this information would be prohibitively costly for my request.