

**13/02/26 (2)**

**Question:**

*A) Users, access and reporting audience (drives Power BI licensing and sharing approach) Approximately how many people will need to view reports/dashboards during Alpha? How many will need to edit/build content vs view only? Do intended users already have Power BI Pro (or equivalent) licences, or should we assume these need to be included within Alpha costs? Will any reports/datasets need to be shared outside Sport Wales (e.g., partners/providers/auditors), or is access strictly internal? Are there any restrictions on exporting data, downloading underlying data, or sharing report links? B) Hosting model (drives where capacity/licensing sits and how access is managed) 5. The clarification indicates you're open to (and prefer) the PoC running in the supplier environment (UK/EU). Can you confirm this remains your preference for Alpha? 6. If hosted in the supplier environment, do you prefer access via guest accounts in your tenant, or an alternative secure access approach that avoids guesting? 7. If hosted in Sport Wales' tenant instead, do you already have Microsoft Fabric capacity available (and if so, which region is it aligned to)? C) Data scope and sources (drives integration effort and pipeline running costs) 8. Please confirm the two (or more) priority datasets to include in Alpha and the data owners for each. 9. For each dataset, will access be via file export (Excel/CSV), SharePoint list/files, database (type), API (including any rate limits), or a vendor platform (and whether a connector exists)? 10. Roughly how large is each dataset today (rows / file size), and how quickly does it grow? 11. During Alpha, what refresh cadence is required (one-off, weekly, daily, other)? 12. Do you need historical backfill (and if so, how many years), or is "from now onwards" sufficient? D) Performance and hours of operation (major driver of Fabric capacity costs) 13. Is Alpha expected to run 24/7, or can it run in scheduled windows (e.g., overnight refresh + business-hours reporting)? 14. Do you have any expectations for report performance (e.g., "must load in under X seconds"), or is "usable for Alpha decision discussions" sufficient? 15. Should we plan for high concurrency (many users at once, e.g., leadership meetings) or smaller groups? E) Security, compliance and data handling 16. Do any datasets include personal data, special category data, or data relating to children/vulnerable groups? 17. Can you confirm data residency requirements for Alpha (UK only vs UK/EU acceptable)? 18. Beyond standard platform logging, do you have specific audit/traceability requirements (e.g., access log retention period, traceability of changes)? 19. For Alpha, how long should raw extracts and curated datasets be retained? At contract exit, do you require formal deletion evidence? F) Use case and success measures (keeps Alpha outcome-led and proportionate) 20. What is the primary investment decision/question you want Alpha to improve? 21. Which decision forum will use the Alpha outputs, and when should the first "decision-ready" pack be available? 22. How would you like to evidence success (e.g., reduced time to answer priority questions, fewer reconciliation cycles, increased confidence)? G) Bilingual reporting readiness 23. Does bilingual reporting need to be implemented during Alpha, or is "ready to support bilingual in future" sufficient? If required in Alpha, does it apply to labels only, or also narrative text/definitions/tooltips? H) Costing assumptions 24. The tender indicates licensing for the initial 6 months should be included. Should we assume all platform licensing/capacity is to be included by suppliers, or will Sport Wales provide any existing licences/capacity?*

**Answer:**

1) During Alpha, the primary audience for reports and dashboards is expected to be a relatively small group. This will include a core project team of approximately 6–10 colleagues, alongside a wider stakeholder group of approximately 10–20 colleagues across Investment, Finance, and leadership who may engage at key review points. The Alpha Proof of Concept is not intended for organisation-wide or public release, and user volumes should therefore be assumed to be modest and controlled.

2) The precise number of users requiring build/edit versus view-only access will be confirmed once the final Alpha use case and participating user groups are agreed. However, suppliers should assume a controlled split during Alpha, with a small core group requiring build/edit access and a wider stakeholder group requiring view-only access. This split should be sufficient to demonstrate usability, role-based permissions, and appropriate access controls within a proof-of-concept context.

3) Sport Wales has a mix of Microsoft 365 and role-based licences in place; however, suppliers should not assume that all intended Alpha users hold Power BI Pro (or equivalent) licences. Where specific platform licences are required to deliver the proposed Alpha solution, these should be clearly identified and included within the Alpha cost model in line with the ITT requirements.

4) For the Alpha phase, access to reports and datasets is expected to be strictly internal to Sport Wales. There is no requirement to share outputs externally with partners, providers, auditors, or the public during the PoC. Suppliers should, however, design the approach with sufficient scalability and governance consideration so that controlled external sharing could be supported in future phases if required.

5) There are no predefined restrictions specific to the Alpha phase on exporting data, downloading underlying data, or sharing report links; however, all such functionality must operate within Sport Wales' existing data protection, security, and access control requirements. Suppliers should assume that appropriate role-based permissions, auditability, and data minimisation principles will apply. Any proposed export or sharing capability should be proportionate to a proof-of-concept context and subject to governance review prior to approval.

6) Sport Wales remains open to the Alpha Proof of Concept being delivered within the supplier's own environment, provided all data is hosted and processed exclusively within the UK or EU and meets our security and governance requirements. This approach may support rapid setup, experimentation, and learning during Alpha. Any validated pipeline, architecture, and processes must be fully documented and demonstrably transferable into Sport Wales' Azure estate to support potential replication and longer-term internal ownership.

7) Where the Alpha PoC is hosted within the supplier's environment, Sport Wales does not mandate a specific access model (e.g. guest accounts within our tenant). Suppliers may propose the most appropriate secure access approach, provided it meets Sport Wales' security, data protection, and audit requirements. Any access model must ensure appropriate role-based controls, traceability, and secure handling of data, and will be subject to review and agreement during Alpha mobilisation.

8) Sport Wales has an existing Microsoft Azure estate; however, no specific analytics platform, including Microsoft Fabric, has been pre-selected or pre-configured for the Alpha phase. At this stage, Sport Wales would not anticipate provisioning new Fabric capacity within its own tenant for Alpha delivery. Suppliers should therefore not assume Fabric capacity is available internally and may propose an alternative Alpha-appropriate approach, subject to UK/EU data residency and governance requirements.

9) As previously provided in earlier clarification responses, the initial priority datasets anticipated for Alpha include:

- Be Active Wales Fund data (held within the current grants management platform) – Data owner: Investment Team
- Community Investment dataset (Excel-based) – Data owner: Investment Team
- Partner Investment dataset (Excel-based) – Data owner: Investment Team

Relevant contextual data, such as Census data (external, Office for National Statistics), may also be included to support the agreed use case. Final dataset selection and confirmation of scope will be agreed collaboratively with the appointed supplier at the outset of Alpha in line with the defined priority use case and PoC outcomes.

10) For the purposes of Alpha, suppliers should assume that access to the priority investment datasets will initially be via file export (e.g. Excel or CSV extracts). The Be Active Wales Fund data is currently held within the grants management platform and would be provided via structured export. The Community Investment and Partner Investment datasets are currently maintained in Excel format.

There is no expectation at this stage that direct database connections, APIs, or live vendor connectors will be made available during Alpha, although suppliers may outline how such integrations could be approached in future phases if the PoC is scaled.

11) As previously outlined, the current anticipated datasets are relatively modest in scale.

- Be Active Wales Fund: approximately 5,828 records with ~175 fields (current extract ~312 KB in Excel format).
- Community Investment: approximately 800 KB (Excel format).
- Partner Investment: approximately 125 KB (Excel format).
- Census dataset: approximately 794 KB (CSV format).

Growth is expected to be incremental and aligned to funding cycles and periodic updates rather than high-volume transactional growth. The Alpha PoC should therefore assume manageable dataset sizes suitable for a proof-of-concept context, rather than large-scale or high-velocity data ingestion.

12) During Alpha, the expected refresh cadence is one-off or limited batch extracts rather than scheduled daily or real-time updates. The PoC is intended to validate the pipeline approach and demonstrate decision-making value using exported data, rather than operate as a live production system. Suppliers may outline how more frequent refresh cycles could be implemented in future phases should the approach be scaled.

13) For Alpha, the expectation is that existing available historical data within the current investment datasets will be used to support the agreed priority use case. There is no requirement to source additional

historical backfill beyond what is readily available within the existing extracts. The focus of the PoC is on validating the pipeline approach and demonstrating value, rather than undertaking extensive historical reconstruction. Any broader historical consolidation would be considered in future phases if the approach is scaled.

14) Alpha is not expected to operate as a 24/7 production service. A scheduled or controlled operating model (e.g. batch processing and business-hours reporting) is sufficient for the purposes of the PoC. The focus during Alpha is on validating the pipeline approach and demonstrating decision-making value, rather than establishing continuous operational availability.

15) There are no predefined quantitative performance thresholds (e.g. specific load times) for the Alpha phase. Reports and dashboards should be sufficiently responsive to support effective discussion, exploration, and decision-making within the PoC context. The expectation is that performance is “fit for purpose” for a modest user base and dataset scale during Alpha, rather than optimised to production-grade standards.

16) Suppliers should assume relatively low to moderate concurrency during Alpha. The primary user group is expected to be a small core team (approximately 6–10 colleagues), with occasional engagement from a wider stakeholder group (approximately 10–20 colleagues) at key review points. High-concurrency, organisation-wide usage should not be assumed for the purposes of the

17) The datasets anticipated for use within Alpha may contain limited personal data (for example, contact details associated with applicants or delivery organisations). However, they are not expected to include special category data, healthcare data, National Security Vetting data, or children’s personal data. All data handling during Alpha will be subject to Sport Wales’ standard data protection, information security, and access control requirements.

18) For the Alpha phase, data residency must be restricted to the UK or EU as a minimum requirement. All data storage, processing, and backup locations must comply with UK GDPR and Sport Wales’ data protection and security requirements. Suppliers should clearly state hosting regions and any cross-border data flows as part of their proposed approach.

19) Beyond standard platform logging, there are no predefined enterprise-level audit or retention requirements specific to Alpha. However, suppliers should ensure appropriate traceability of data ingestion, transformation logic, configuration changes, and user access sufficient to support transparency, learning, and governance during the PoC. Any proposed logging and retention approach should be proportionate to a proof-of-concept environment and capable of scaling appropriately in later phases if required.

20) For Alpha, there are no predefined retention periods for raw extracts or curated datasets beyond what is necessary to deliver, evidence, and review the Proof of Concept outcomes. Data should be retained only for the duration required to support agreed Alpha activities, learning, and auditability, in line with data minimisation principles.

21) At contract exit, Sport Wales would expect confirmation that all copies of data held within the supplier environment have been securely deleted or returned, as appropriate, in accordance with contractual and data protection requirements. Formal deletion confirmation should be provided where data has been hosted externally

22) The timing of the first “decision-ready” pack will therefore be aligned to the agreed delivery plan and sprint cadence, with the expectation that usable outputs are available within the Alpha timeframe to inform at least one live investment-related discussion.

23) Success during Alpha should be evidenced through a combination of quantitative and qualitative measures aligned to the agreed PoC outcomes. This is expected to include demonstrable reduction in time and manual effort required to answer agreed priority investment questions, clearer visibility and reconciliation across datasets, and increased confidence among decision-makers in the evidence presented. Baselines and specific success measures will be agreed collaboratively at the outset of Alpha, with suppliers invited to propose appropriate metrics and evidence approaches as part of their methodology.

24) Bilingual reporting does not need to be implemented during the Alpha phase. It is sufficient that the proposed pipeline, data model, and reporting approach are capable of supporting bilingual outputs in future phases if required. This includes consideration of how non-numerical values, labels, narrative text, definitions, and tooltips could be handled or translated in a scalable way. Full bilingual implementation is not expected within the Alpha proof of concept.

25) As set out in the ITT, suppliers are expected to include licensing and capacity costs required to deliver the initial 6-month Alpha Proof of Concept within their tender submission. While Sport Wales has an existing Microsoft 365 and Azure estate, suppliers should not assume that specific platform licences or analytics capacity will be provided as part of Alpha. Any reliance on existing Sport Wales licences or capacity must be clearly stated and justified, with the default assumption being that the supplier’s proposed solution includes the necessary licensing to deliver the PoC as described.