

**From:** [Name removed]@gov.wales>

**Sent:** 09 April 2021 14:42

**To** [Name removed]@gatenbysanderson.com; [Name removed]@gatenbysanderson.com; [Name removed]@gatenbysanderson.com>

**Cc:** [Name removed]@gov.wales>

**Subject:** RE: CCS - Short Order Contract - WG board appointments

Great many thanks

[Welsh Government Official]

Datblygu Gwledig & Deddfwriaeth / Rural Economy & Legislation

Ffôn/Tel: [Number removed]

E-bost: | E-mail: [Name removed]@gov.wales [Name removed]@llyw.cymru

**From:** [Name removed]@gatenbysanderson.com>

**Sent:** 09 April 2021 14:26

**To:** [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com [Name removed]@gatenbysanderson.com>

**Cc:** [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com

**Subject:** RE: CCS - Short Order Contract - WG board appointments

Hi [Welsh Government Official] – no problem at all. I have added both [Gatenbysanderson Official] and [Gatenbysanderson Official] names to the Key Staff section.

Kind regards

[Gatenbysanderson Official]

Senior Project Co-ordinator

Direct Dial: [Number removed]

GatenbySanderson

12 Appold Street, London, EC2A 2AW

[www.gatenbysanderson.com](http://www.gatenbysanderson.com)



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**From:** [Name removed]@gov.wales>  
**Sent:** 09 April 2021 14:16  
**To:** [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>  
**Cc:** [Name removed]@gov.wales; [Name removed]@gatenbysanderson.com>  
**Subject:** RE: CCS - Short Order Contract - WG board appointments

Many thanks [Gatenbysanderson Official], is it worth giving [Gatenbysanderson Official] name under the 'Key staff' under Deliverables?

[Welsh Government Official]

Datblygu Gwledig & Deddfwriaeth / Rural Economy & Legislation  
Ffôn/Tel: [Number removed]  
E-bost: | E-mail: [Name removed]@gov.wales [Name removed]@llyw.cymru

**From:** [Name removed]@gatenbysanderson.com>  
**Sent:** 09 April 2021 14:05  
**To:** [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>  
**Cc:** [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com>  
**Subject:** RE: CCS - Short Order Contract - WG board appointments

Hi [Welsh Government Official]

Please find the attached order form including [Gatenbysanderson Official] signature as requested.

Please do let me know if there's anything further you need.

Kind regards  
[Gatenbysanderson Official]  
Senior Project Co-ordinator

Direct Dial: [Number removed]

GatenbySanderson  
12 Appold Street, London, EC2A 2AW  
[www.gatenbysanderson.com](http://www.gatenbysanderson.com)



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**From:** [Name removed]@gov.wales>  
**Sent:** 09 April 2021 13:01

**To:** [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>  
**Cc:** [Name removed]@gatenbysanderson.com>; [Name removed]@gov.wales; [Name removed]@gatenbysanderson.com>  
**Subject:** RE: CCS - Short Order Contract - WG board appointments

Hi both,

Attached is the revised Order Form. We've just stated the closing date to be April/May to give us flexibility. We have also added the total costs of £58,800 for the 3 posts, including the 10% discount if that's correct. We will want to pay for some media advertising which we can discuss the details, but for the purposes of the contract I have included a budget of £4k for this.

I have also added a line that we will cover costs of translation of materials.

Let me know if you have any comments or questions

Many thanks

[Welsh Government Official]

Datblygu Gwledig & Deddfwriaeth / Rural Economy & Legislation  
Ffôn/Tel: [Number removed]  
E-bost: | E-mail: [Name removed]@gov.wales [Name removed]@llyw.cymru

**From:** [Name removed]@gatenbysanderson.com>  
**Sent:** 08 April 2021 15:17  
**To:** [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com>  
**Cc:** [Name removed]@gatenbysanderson.com>; [Name removed]@gov.wales>; [Name removed]@gatenbysanderson.com>  
**Subject:** RE: CCS - Short Order Contract - WG board appointments

Thanks [Welsh Government Official]

Tomorrow would be great, just conscious on timing and getting things going on our side.

[Gatenbysanderson Official]

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**From:** [Name removed]@gov.wales>  
**Sent:** 08 April 2021 14:51  
**To:** [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>  
**Cc:** [Name removed]@gatenbysanderson.com>; [Name removed]@gov.wales; [Name removed]

*removed*][@gatenbysanderson.com](mailto:removed@gatenbysanderson.com)>

**Subject:** RE: CCS - Short Order Contract - WG board appointments

No problem [*Gatenbysanderson Official*],

Happy to update these, we'll just need to update our assumptions our side before we re-issue – hope to get this back to you by tomorrow.

[*Welsh Government Official*]

Datblygu Gwledig & Deddfwriaeth / Rural Economy & Legislation

Ffôn/Tel: [*Number removed*]

E-bost: | E-mail: [*Name removed*][@gov.wales](mailto:removed@gov.wales) [*Name removed*][@llyw.cymru](mailto:removed@llyw.cymru)

**From:** [*Name removed*][@gatenbysanderson.com](mailto:removed@gatenbysanderson.com)>

**Sent:** 08 April 2021 12:21

**To:** [*Name removed*][@gov.wales](mailto:removed@gov.wales)>; [*Name removed*][@gatenbysanderson.com](mailto:removed@gatenbysanderson.com)>

**Cc:** [*Name removed*][@gatenbysanderson.com](mailto:removed@gatenbysanderson.com)>; [*Name removed*][@gov.wales](mailto:removed@gov.wales)>; [*Name removed*][@gatenbysanderson.com](mailto:removed@gatenbysanderson.com)

**Subject:** RE: CCS - Short Order Contract - WG board appointments

[*Welsh Government Official*]

Thanks for this, and happy to sign and get moving, there were just a couple of immediate thoughts as to the contract:

The conditions seem fine, but given the conversation yesterday and the potential for moving the dates around, is it worth taking out the specific closing date of the campaign?

The other point is on the core fee – it states fixed fee, which is true and per the framework as agreed, but I wonder if we should include an actual figure, as previous short order forms that we have signed have always included the core fixed fee? The framework fee is £21,000 for a (non Chair) NED, for the first role, and then a 10% reduction for the second, and the same 10% reduction for the third.

I just wanted to check in to make sure we get everything aligned, and if you are able to change accordingly, and then we can turnaround and sign quickly.

Thanks

[*Gatenbysanderson Official*]

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**From:** [Name removed]@gov.wales>

**Sent:** 08 April 2021 11:55

**To:** [Name removed]@gatenbysanderson.com>; [Name removed]@gatenbysanderson.com>

**Cc:** [Name removed]@gatenbysanderson.com>; [Name removed]@gov.wales

**Subject:** CCS - Short Order Contract - WG board appointments

Hi [Gatenbysanderson Official], [Gatenbysanderson Official],

Apologies for the delay, please find attached the short order CCS contract.

[Gatenbysanderson Official], many thanks for your time yesterday. It was really helpful to understand more on your plans to meet the Welsh Language requirements. As I mentioned, I have listed the standards which may apply in so far as your activities relate to this contract.

We are working on the timetable, and looking at the media options.

Let me know if you have any questions

Many thanks

[Welsh Government Official]

**Teitl | Title:** Head of Regulatory Frameworks and Sponsorship  
Datblygu Gwledig & Deddfwriaeth / Rural Economy & Legislation  
Adran yr Amgylchedd a Materion Gwledig / Environment and Rural Affairs  
Department  
Llywodraeth Cymru / Welsh Government  
**Ffôn/Tel:** [Number removed]  
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