

From: [REDACTED] ydd
To: [REDACTED]
Subject: FW: JJ/00157/24 Ministerial Correspondence Due 06/02/2024 Bedwas Coal Tips ScannedMail linked to
Date: 25 January 2024 14:37:31
Attachments: [JJ0015724_Incoming_0.msg](#)
[JJ0015724_Draft_0.docx](#)

From: [REDACTED]
Sent: Tuesday, January 23, 2024 4:37 PM
To: [REDACTED]
Subject: JJ/00157/24 Ministerial Correspondence Due 06/02/2024 Bedwas Coal Tips ScannedMail linked to

Please find attached correspondence dated 23/01/2024 about Bedwas Coal Tips from [REDACTED]

Will you please provide a cleared draft reply for the Minister as an iShare reference to **Correspondence Mail (E-MAIL SENT TO ANY OTHER E-MAIL ADDRESS DOES NOT COUNT AS RETURNED)** using the attached template only by 5pm on 06/02/2024 **PLEASE NOTE FOR THE REASONS OUTLINED IN FULL IN THE GUIDANCE THERE ARE NO EXTENSIONS TO MINISTERIAL CORRESPONDENCE DEADLINES FOR ANY REASONS.**

The response should cover all relevant policy aspects. If you need contributions or information on policy areas outside your own we publish a list of divisional contacts <https://documents.hf.wales.gov.uk/id:A977200/document/versions/published>. This may be useful for initial queries.

This correspondence is linked to the following previous correspondence (PLEASE NOTE, IF NOTHING IS LISTED, WE HAVE NOT IDENTIFIED ANY PREVIOUS CORRESPONDENCE)

Policy colleagues are reminded that before saving this correspondence into iShare, they should apply the correct classification marking e.g. OFFICIAL-SENSITIVE if the information is sensitive or personal.

Otherwise please refer to the following guidance if you require any help:

GDPR and the handling of personal data :
<https://wales365uk.sharepoint.com/sites/Intranet-Security-Managing-Information/SitePages/GDPR-General-Data-Protection-Regulation.aspx>

General correspondence Guidance <https://documents.hf.wales.gov.uk/id:A711383>

Style guide and help with drafting <https://documents.hf.wales.gov.uk/id:A706768>

If the correspondence is not for you <https://documents.hf.wales.gov.uk/id:A707144>-
Please note for transfers you must provide evidence of agreement to the transfer and state the name of the receiving DIVISION only. **DO NOT PROVIDE THE NAMES OF INDIVIDUAL STAFF MEMBERS, TEAMS OR BRANCHES - STATE THE DEALING DIVISION ONLY**

