

IDEA

POLICY

Policy and legal analysis by department <small>Regulatory Impact and Disclosure Statements prepared</small> LDAC	Policy approved by Minister	Legislative bid approved by LEG and put on Legislation Programme <small>PCO may only draft bills on the Legislation Programme (Cabinet Manual 7.48)</small>	Policy approved by Cabinet <small>Minister must seek Attorney-General's written approval for PCO to begin drafting before policy is approved</small>	Drafting instructions prepared by department
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DRAFTING

Drafting instructions sent to PCO START DATE	Multiple versions drafted by PCO	Each version analysed and commented on by department EST. DAYS
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CONSULTATION

Consultation with departments 10 DAYS	Peer review by PCO 10 DAYS	Proofread by PCO 10 DAYS	Exposure draft may be sent out for public consultation	Final comments and approval from department 3 DAYS
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REVIEW

Penultimate draft by PCO 10 DAYS	Bill of Rights Act vet 10 DAYS	Proofread and final edit by PCO 5 DAYS	Print Bill for LEG 1 DAY	LEG deadline 10am Thursday	LEG approval 9:30am Thursday, sitting weeks	Cabinet approval 11:30am Monday, sitting weeks
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INTRODUCTION

Print Bill for introduction 1 DAY	Leader of the House informs Clerk of the House on any working day, or by 1pm on a sitting day, of the Government's intention to introduce the Bill on that day <small>(SO 276)</small>	Bill introduced <small>Regulatory Impact and Disclosure Statements published</small>	Bill is available for first reading, – • if introduced on a sitting day, on the next sitting Tuesday; or • if introduced on a working day that is not a sitting day, on the third sitting day following that day <small>(SO 285(1))</small>	Obtain Cabinet policy approval for associated legislative instruments before first reading of Bill
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FIRST READING

LDAC

Appropriate Bills should be referred to the Legislation Design and Advisory Committee for pre-introduction advice. LDAC should be brought in early in the legislative process to assist with framework/design and LAC Guidelines issues.

START DATE

If the Bill is to be passed within the year, instructions must be provided to PCO as soon as possible in the first quarter of the year.

If the Bill is to be introduced, but not passed, within the year, instructions must be provided before 1 July.

EST. DAYS

The estimated time to draft a Bill (from instructions being received to introduction) depends on the Bill's size and complexity. On average, it takes 67 working days (approximately 3 months) for a 50 clause Bill of medium complexity.

(No. of) DAYS

Working days for task to be completed. Note, some processes may be able to be carried out at the same time.

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