

G10
"For Information"

Parliament

CABINET OFFICE

70 Whitehall, London SW1A 2AS Telephone 01-233

17 March 1983

Dear Private Secretary *mm 17/3*

GOVERNMENT BILLS SUITABLE FOR OFFERING TO PRIVATE MEMBERS IN THE 1983/84 PARLIAMENTARY SESSION

1. I am writing to invite Departments to suggest suitable Bills for offering to Private Members of the House of Commons who are successful in the ballot for Bills for a Session starting in October/November 1983. The ballot will take place on the second Thursday of the new Session.
2. To be suitable for this purpose a Bill should normally be short, simple, non-financial, and not controversial in party political terms. We would be grateful if Departments could examine the bids which they have already made for the legislative programme 1983/84 and identify those Bills which, if they do not find a place in the programme, can be included in the list of Bills for offering to Private Members. We should also be grateful if Departments could suggest further possible Private Members' Bills, since it will be necessary to build up a list covering as wide a range of interests as possible.
3. While there can be no assurance that any of these Bills will be taken up by a Private Member, the procedure does offer a useful way of securing the enactment of legislation which might not otherwise reach the Statue Book for some time. A full and reasonably attractive list of measures is also useful in that if Members, especially Government supporters, who are successful in the ballot take up some of these Bills, the risk of too many other unwelcome and time-consuming measures being introduced (which involves extra work for Departments) is reduced.
4. We are making this request earlier than usual in order to avoid a last-minute rush such as took place in the autumn of 1982. The aim this year is to have the Bills' long and short titles drafted by the Parliamentary Draftsman well before the ballot. It may even be possible for some of the Bills themselves to be drafted in the course of the summer, but this will depend on the competing claims on drafting resources. In order to take matters as far forward as possible, Departments should consider setting in hand now arrangements for clearing the policy in cases where approval has not yet been obtained (no Bill can be included in the list for offering to a Private Member until the Department concerned has obtained collective policy approval for it).

The Private Secretary to
Prime Minister

5. I enclose a form which I would be grateful if Departments could complete in respect of each Bill proposed, and return to me by FRIDAY 15 APRIL. If you have no candidates, I would be grateful for a 'nil' return. Please also let me know of any additional Bills which are identified after that date. I shall write to Departments again before finalising the list of Bills to be offered to Private Members in the next Session.
6. I am sending this letter to the Private Secretaries to all Ministers responsible for Departments and copying it to David Heyhoe (Lord President's Office), Murdo Maclean (Chief Whip's Office), Michael Pownall (Lord Privy Seal's Office) Brian Shillito (Office of the First Parliamentary Counsel) and Fiona Rodger (PS/First Parliamentary Draftsman for Scotland).

Yours sincerely

Janet A Lewis-Jones

JANET A LEWIS-JONES

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PROPOSED BILL FOR OFFERING TO A PRIVATE MEMBER

Department	
Title	
Length	
Purpose	
<u>State of Readiness</u> If policy approval <u>has</u> been obtained, please state when and where. If policy approval has <u>not</u> been obtained, please state when it is likely to be sought.	
Any other information	



CABINET OFFICE

70 Whitehall, London SW1A 2AS Telephone 01-233 7665

18 May 1983

Dear Private Secretary

GOVERNMENT BILLS SUITABLE FOR OFFERING TO PRIVATE MEMBERS
IN THE 1983/84 PARLIAMENTARY SESSION

Thank you for your response to my letter of 17 March in which I invited Departments to suggest suitable Bills for offering to Private Members of the House of Commons successful in a ballot for Bills for a Session starting in October/November 1983. Now that a General Election has been called, it is necessary to revise the timetable I set out in paragraph 4 of my letter.

2. The first Session of the new Parliament will start on 22 June. We do not know what timetable for Private Members' Bills will be followed, but it is possible that the ballot for Private Members' Bills will be held as usual on the second Thursday of the Session, which is 30 June, and that the twenty Members successful in the ballot will present their Bills on the fifth Wednesday, 20 July; in that event the short and long titles would have to be handed to the Public Bill Office by 19 July at the very latest.

APPROVAL FOR THE POLICY

3. No Bill can be included in the list for offering to a Private Member until the Department concerned has obtained collective policy approval for it. If, therefore, your Department has a proposal for a Private Member's Bill which has not yet been given policy approval and which is not likely to need to be discussed at a meeting of the relevant policy committee, you may wish to consider seeking approval in correspondence immediately.

APPROVAL FOR THE BILL

4. No Bill can be handed to a Member who is successful in the ballot for him to introduce and promote as a Private Member's Bill until it has been approved in draft by a legislation committee of the Cabinet formed after the General Election. If the date for the presentation of the short and long titles of Bills is 20 July, each Member will on that date name the date for the Second Reading of his Bill, on a Friday which could be after the Summer Adjournment, but could equally be quite soon after the date of presentation. The Bill must be ready for handing to the Member a reasonable time before Second Reading.

The Private Secretary to -
Prime Minister

SHORT AND LONG TITLES

5. The short and long titles of Bills offered to Private Members are drafted by the Parliamentary Draftsman. This can be done without drafting authority and it is desirable for the short and long titles of all Bills intended to be offered to those successful in the ballot to be drafted well in advance, even though the Bill may not eventually be taken up. As soon as a Bill has collective policy approval, the Parliamentary Draftsman should be sent enough material to enable the titles to be drafted.

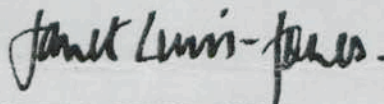
DRAFTING AUTHORITY

6. Once a Private Member has decided to take up a Government Bill, it is drafted for him by the Parliamentary Draftsman, and except in the case of Scottish Bills it is necessary first to seek drafting authority from the Leader of the House of Commons.

7. I would be grateful if you could ensure that all these steps are now followed as quickly as circumstances allow in relation to any Bills for which your Department is responsible. I am sorry to trouble you with a further return, but I would be grateful if you could arrange for the enclosed form to be completed in respect of each Bill proposed, and returned to me on TUESDAY 7 JUNE. Some Departments may have identified new candidates since responding to my letter of 17 March, and some Departments may wish to add Bills which fell with the Dissolution, which is why this letter goes even to those who sent 'nil' returns. (No further 'nil' returns are needed.)

8. I am sending this letter to the Private Secretaries to all Ministers responsible for Departments and copying it to David Heyhoe (Lord President's Office), Murdo Maclean (Chief Whip's Office), David Beamish (Lord Privy Seal's Office), Brian Shillito (Parliamentary Counsel Office) and Fiona Rodger (Office of the First Parliamentary Draftsman for Scotland).

Yours sincerely



JANET A LEWIS-JONES

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RESTRICTED

PROPOSED BILL FOR OFFERING TO A PRIVATE MEMBER

Department

Title of Bill	
Purpose and likely controversiality	
Has the policy been approved? If so, please state when and where	
Have instructions for short and long titles been sent to Parliamentary Counsel?	
Any other information?	

Parliament,
Legislation, Pt 10

MB MAY 1985



JH 510



DEPARTMENT OF INDUSTRY
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LONDON SW1E 6RB
TELEPHONE DIRECT LINE 01-212 3301
SWITCHBOARD 01-212 7676

PS / Secretary of State for Industry

13 April 1983

Janet A Lewis-Jones
Cabinet Office
70 Whitehall
London SW1A 2AS

Wm 14/4

Dear Janet

In your letter of 17 March you asked for suggestions on suitable Bills for offering to Private Members.

- 2 The Department has no Bills which might be suitable.
- 3 I am copying this letter to recipients of yours.

Yours ever
Steve Nicklen

STEPHEN NICKLEN
Private Secretary

4 APR 1983





CABINET OFFICE
70 WHITEHALL
LONDON SW1A 2AS

*For information
WJ
8/2*

XXXXXXXXXX

01-233 7251

7 February 1983

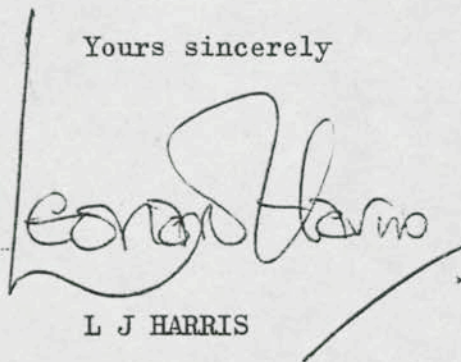
Dear Private Secretary

PRIVATE MEMBERS' BILLS: MEMORANDA FOR LEGISLATION COMMITTEE

Paragraph 27.6 of the current Guide to Legislative Procedures sets out the form in which Departments are asked to prepare memoranda for Legislation Committee on Private Members' Bills. The discussion on these Bills at L is normally a tactical one, and it is of some importance that members of the Committee should be able to see at once by glancing at the first paragraph of a memorandum where (if anywhere) the Bill's sponsor came in the ballot, the date appointed for Second Reading, and the Bill's position in the order for Second Reading on that day. Departments sometimes omit one or more of these points, or disperse them about different paragraphs of their memoranda. This makes life unnecessarily difficult for members of the Committee, and I should be very grateful if you could ensure that those who draft L memoranda are aware of, and apply, the points described in the Guide.

If your Department is among the ranks of the habitually virtuous in this area, I apologise for tedious repetition; if not, I hope you will forgive this gentle reminder.

Yours sincerely


L J HARRIS

Copies to the Private Secretaries to:

All Members of the Cabinet
Chief Whip
Attorney General
Captain of the Gentleman-at-Arms
Sir Robert Armstrong
First Parliamentary Counsel