

Training and development of legislative drafters¹

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1 Outline

1 This paper³ looks at the training and development of drafters, under a number of headings:

- What are the skills a drafter requires?
- What system does the Australian Office of Parliamentary Counsel (OPC) use?
- How well does that system work?
- What other systems can be used?

2 Training the drafter

2 To develop a method for successfully training drafters, it is necessary to identify the functions performed by drafters and the attributes needed to perform those functions.

2.1 What is the function of a drafter?

3 The core function of a drafter is to draft legally effective, clearly expressed legislation that best achieves the instructors' policy intentions and does so, as far as possible, within the timetable set down by the government.

4 It is worthwhile articulating the parameters within which an Australian Commonwealth drafter works:

- The drafter's role is collaborative—the drafter is expected to work with the instructing area to analyse policy, flesh out alternatives and resolve problems. However, the choice between one legislative option or another lies with the policy area. The drafter may in some cases become involved at the point where policy is being developed and help to build the legislative system from the ground up.
- It is the drafter's responsibility, so far as possible, to ensure that the government's legislative program is met.
- A senior drafter is expected to function as an autonomous leader of a drafting team.

2.2 What attributes are needed to perform that function?

5 The following attributes are necessary to perform the drafter's functions:

- analytical skills;
- creativity;
- communication skills;
- legal knowledge;
- knowledge of technical matters associated with preparation of legislation;

³ This paper was prepared by Peter Quiggin, First Parliamentary Counsel, Australian Office of Parliamentary Counsel. It draws heavily on a paper of the same name presented by Marina Farnan at the drafting conference held in St Lucia in July 2002 and by Peter Quiggin and Toni Walsh at the drafting conference held in New Zealand in March 2000.

- broad experience in a range of drafting tasks, coupled with an ability to master new tasks quickly;
- accuracy;
- political skills;
- interpersonal skills;
- project management skills;
- “practical” common sense.

Analytical skills and creativity

- 6 Sometimes the most difficult aspect of problem-solving is identifying what the problem is. A drafter’s analytical ability allows him or her to break a problem into its constituent parts, to explore the relationship between those parts and then build a system for grouping those parts. It may be necessary to manipulate the material—break up the problem differently, rethink the way in which one part relates to another, try a different theory to explain how it all fits together.

Communication skills

- 7 A drafter must be able to express complex ideas in a way that is readily understood by appropriate reader groups. A drafter must also know how to explain complex material in discussions with instructing officers and others.

Legal knowledge

- 8 When submitting a draft Bill for government approval, an OPC drafter must highlight whether there are any constitutional issues affecting the Bill. A sound understanding of Australian constitutional law is therefore necessary when working in OPC. A good general knowledge of legal issues is also essential.

Knowledge of technical matters associated with preparation of legislation

- 9 These include:
- matters affecting the substance of the Bill, including drafting directions and in-house styles; and
 - matters affecting the handling of Bills within the office, such as editorial checking, printing and disseminating Bills; and
 - matters affecting policy clearance for Bills; and
 - matters affecting the introduction of a Bill into the Parliament.
- 10 With adequate in-house documentation and search systems, it should be possible to check these matters quickly, but most of us rely on a good knowledge of these systems to operate efficiently, and use searches and documentation only to look up more obscure cases.

Broad experience in a range of drafting tasks and an ability to master new tasks quickly

- 11 There are some tasks that all drafters within a particular jurisdiction will need to perform at some time. In our jurisdiction, for example, you might be called on to draft application provisions, savings provisions, transitional schemes, provisions scoping an Act to bring it within constitutional authority, provisions dealing with the acquisition of property on just terms and appropriation Bills. It is therefore necessary to couple a broad range of experience with the ability (through research, discussion with colleagues, analysis of precedents etc) to master new tasks quickly.

Accuracy

- 12 Draft legislation should, as far as possible, be free from error. A drafter needs to be meticulous, accurate in expressing an instructing area's policy intention and have a keen eye for spotting errors.

Political skills

- 13 Political skills include the ability to identify the process by which outcomes in a particular project occur. This often involves identifying the driving force behind decisions. Who, for example, of a group of instructors, will actually decide which policy to adopt? What, of the multitude of objections raised to a proposal, is the driving issue?

Interpersonal skills

- 14 Within OPC, the drafter functions as part of a team made up of a senior drafter, 1 or 2 assistant drafters and executive assistant support. Because senior and assistant drafters are paired, it is not uncommon to spend hours each day, day after day, in each other's company.
- 15 The interpersonal skills used by drafters day-to-day include:
- the ability to empathise with others (for example, by identifying that someone is uncomfortable with a proposal made during a meeting); and
 - the ability to discuss emotional issues (for example, by taking the heat out of a discussion between instructing officers by identifying the issues disturbing them and helping the parties to find a resolution); and
 - patience (for example, in helping an inexperienced instructing officer find a workable solution to a problem); and
 - the ability to keep things in perspective (a good sense of humour is often useful).

Project management skills

- 16 In our jurisdiction, the drafter functions as part of a team to prepare legislation. While the drafter has little to do with some aspects of the introduction of a Bill (for example, the preparation of the explanatory memorandum and second reading speech) the drafter does have an overview of much of the process for preparing and introducing a Bill and so often assumes the role of project manager within that team.
- 17 As project manager, the drafter often needs to do such things as:
- agree on a timetable for tasks with other members of the team; and
 - facilitate discussions between different areas of government responsible for aspects of the Bill; and
 - foresee potential problems in completing tasks.
- 18 To manage a project effectively, a drafter will need to read a situation (political skills) and to read other people (personal skills). He or she will also need a variety of other skills, such as:
- the ability to think strategically; and
 - the ability to assess and take risks.

"Practical" common sense

- 19 The drafter needs "practical" common sense to be able to focus on issues that really do need to be resolved (rather than purely theoretical possibilities) and to develop proposed solutions that are viable.

2.3 So how do you teach someone to draft?

- 20 Learning to draft is rather like learning an instrument. It involves talent, theory and practice.
- 21 You cannot endow a person with a talent they do not have, but you can nurture existing talents. You can teach the theory behind a particular approach, but that will not be enough without experience. You can offer broad experience tailored, as far as possible, to the needs of a particular drafter.

3 What system does OPC use?

- 22 This section of the paper describes how OPC attempts to ensure that our drafters develop the necessary skills and attributes.
- 23 To ensure “talent”, we ensure that a highly experienced drafter chairs each selection committee for new staff. We then only hire those applicants who meet the standards that we have set—we do not hire staff simply to fill vacant positions.
- 24 Using this process, we have hired staff in small groups on an annual basis for the last few years. Many of the staff hired in this way have now moved into Senior Executive Service (SES) positions.

3.1 Training philosophy

- 25 SES drafters in OPC have much more independence of action than SES equivalents in larger agencies and are essentially autonomous both in delivery of the drafting service and in finalising it with clients.
- 26 The aim of our drafter training is to produce drafters who have the skills, knowledge and self-confidence to take on the role of an SES drafter.
- 27 OPC believes that the best way of learning the drafter’s craft is by on-the-job training. Training requires experience with challenging work. Working within one’s level of competence does not develop skills as effectively as being expected to work slightly above one’s level of competence.
- 28 The usual notion of on-the-job training envisages a mixture of formal training sessions and closely supervised work experience. Both the training and the work increase in complexity over time and results are measured and accredited. Training in OPC has these components but the system is not a formal one and there is no formal accreditation process (although there is performance measurement through the performance appraisal system). Work experience is a much more important component of training than formal coursework.
- 29 The on-the-job training is provided through the teams (or “pairs”) system.

3.2 “Pairs system”

- 30 The drafters in OPC are divided into teams with 1 SES drafter and 1 or 2 assistant drafters.
- 31 Teams stay together for about 12 to 18 months. Drafters (both SES and assistant drafters) are given the opportunity to make any comments on teams before the teams are determined. In general, the only comments First Parliamentary Counsel (FPC) receives are that drafters want a particular team to continue.
- 32 Legislative projects are assigned to team leaders by FPC and from that point team leaders are operationally completely autonomous (there is of course general management oversight by FPC). Having been assigned a Bill, the team leader is responsible for the following:
- determining a method of proceeding with the client;
 - giving advice about alternatives, obstacles and implications which may substantially change the nature and direction of the Bill;

- devising detailed legislative solutions to the policy issues posed by the Bill;
- raising and ensuring the resolution of conflicts on policy, the law and deadlines;
- taking the Bill through to its final form and lodging it for introduction into Parliament.

33 Bills are not settled by FPC or by any “senior review team”.

34 Within the team the work is allocated by the SES drafter (usually after discussion with the assistant drafter).

35 Drafters are not tied to particular clients or subject matters, although particular SES drafters tend to specialise in particular areas for a number of years at a time. Consequently, particular drafters may draft mostly, say, taxation work, but would be available if some other Bill was required.

36 All teams work in different ways. This is a function of different SES drafters having different preferred approaches and the different levels of experience of assistant drafters. However, the following are fundamental features of the system:

- the SES drafter is responsible for clearing all Bills drafted by the team;
- the SES drafter has a responsibility to ensure that the assistant drafter is given access to appropriate developmental tasks;
- the assistant drafter has a responsibility to make the best use of the training opportunities provided.

37 These features are reflected in performance agreements and therefore regularly raised in the course of the performance management process.

3.3 *Mentoring of acting SES drafters*

38 There is a substantial difference in the level of responsibility placed upon assistant drafters and SES drafters.

39 Usually drafters act in SES positions for a year or more before being permanently promoted.

40 This gives the drafter the opportunity to see if they want to take on the additional pressure and responsibility and gives OPC the opportunity to see how the drafter performs in the job. This approach seems to have been quite successful in OPC.

41 While acting, drafters are assigned an SES drafter as their mentor. The role of the mentor is to provide such assistance and guidance as the acting SES drafter requires. The mentor does not settle the Bills drafted by the acting SES drafter.

42 Depending on the circumstances, the acting SES drafter may or may not be responsible for supervising an assistant drafter.

3.4 *Director of Drafter Training*

43 In May 2003, an SES drafter was designated as Director of Drafter Training (DDT). The DDT retains significant drafting responsibilities, but the DDT’s drafting workload has been adjusted having regard to the work required of the DDT.

44 The DDT is responsible for developing a more co-ordinated approach to drafter training. One of the main functions of the DDT is to supplement the on-the-job training provided through the teams (or “pairs”) system with formal drafter training sessions provided at OPC.

45 The training sessions are aimed at providing drafters with specialist legal knowledge (such as constitutional law or criminal law) or other specialist knowledge relevant to the drafter’s role (such as parliamentary procedure). Some of the sessions deal with general skills that are critical for successful drafting (such as analysis, creativity and problem solving).

- 46 The DDT has developed a rolling 3-year plan for OPC's training sessions for drafters. The plan provides for 10 2-hour training sessions each year, with 5 of the sessions each year presented by SES drafters from within OPC and 5 by external presenters. The plan provides for training sessions on constitutional law and criminal law each year because of the central importance of those topics for OPC's work. The remaining topics are intended to be covered over the course of the 3-year period covered by the plan.
- 47 A list of the training sessions that have so far been provided and of the training sessions planned for the future is set out at Attachment A.

3.5 Drafter exchanges

- 48 Some drafters within OPC have participated in drafter exchanges with other drafting offices. It has been the practice of the visiting drafter to present a session on the work of his or her drafting office and on the differences between the 2 offices. It has also been the practice of the OPC drafter, upon returning to OPC, to present a session on his or her experience of working in another drafting office.
- 49 Drafters from other drafting offices have also worked in OPC through short-term drafting placements. It has been the practice of such a drafter to present a session on the work of his or her drafting office and on the differences between the 2 offices.

3.6 Other training

- 50 A range of other training is provided within OPC. This includes:
- an induction program for new drafters to OPC and, in particular, the giving of a number of training sessions related to drafting (see list at Attachment B); and
 - IT training and, in particular, using the research tools that are available; and
 - informal monthly lunchtime meetings of drafters for the purposes of discussing drafting issues.

3.7 Materials and technology

- 51 There is considerable documentation of matters relating to drafting in OPC. While the materials are not created as a training resource, people who join OPC need to be trained in how to use them. Most of the material is now contained in searchable databases, which enhances their usefulness. OPC's IT system is highly customised and many aspects of drafting work are done automatically (for example, renumbering, style checking and other checking).
- 52 The Acts and Bills database contains all Commonwealth Acts (consolidated), Acts from recent sessions in Parliament, Bills currently in Parliament and Bills and parliamentary amendments being drafted. Learning how to search this database effectively is critical because of the need to amend cross references, and also to work out whether you are amending the same provision as someone else. The latter is a big issue for OPC because of the volume of legislation that is in the Parliament, or being drafted, at any given time. Often, the same Act is being amended by several drafters at once. This database is also useful for finding precedents.
- 53 The Office Documents database contains a lot of material relevant to drafting, particularly the Drafting Directions, Drafting Notes, Amending Forms Manual, Word Notes and IT circulars.
- 54 The Drafting Directions are instructions issued by FPC and all drafters are required to comply with them (see index of Drafting Directions at Attachment C). Drafting Directions can be general (for example, a recent Drafting Direction covers all aspects of OPC's new approach to commencement provisions), or may only deal with one issue (such as changes to terminology as a result of a particular Act). OPC is in the process of consolidating the Drafting Directions, so that for each particular topic all information is contained in only 1 or 2 Drafting Directions rather than several Drafting Directions ranging over many years.

- 55 The Drafting Notes are notes (mostly, but not always, written by drafters) on various topics relevant to drafting. They are less rule-oriented than the Drafting Directions and are more in the nature of essays on particular topics (see index of topics at Attachment D). The Drafting Notes were gathered together in a database because it became apparent that individual drafters were producing quite lengthy notes relating to specific situations they had encountered, and it seemed inefficient to lose all that information once the job was finished. A quality control system has been implemented under which all papers on the Drafting Notes Database are reviewed by an SES drafter.
- 56 The Word Notes and IT circulars contain detailed rules about the formatting of documents and preparation of Bills for printing etc.
- 57 The Amending Forms Manual contains the rules about how to word amendments and sets out very detailed precedents, which means that there is a high degree of consistency in the amending forms used. It also makes automation easier.
- 58 All the documentation mentioned above (apart from the Drafting Notes) can be found on OPC's website (www.opc.gov.au).

4 How well does OPC's training system work?

- 59 As noted in section 3.2, the chief component of our training system is rotated pairing in-house. As with any system, it has strengths and weaknesses.

4.1 Strengths

Training is intensive and diverse

- 60 In the early stages of an assistant drafter's career, a paired assistant drafter basically "shadows" the SES drafter throughout each drafting project, which means that he or she is exposed to large-scale and difficult projects and a range of projects. The assistant drafter can have a range of levels of involvement, from reading and commenting on drafts and attending meetings, to taking the main running of the job.
- 61 This gives the assistant drafter the opportunity to discuss issues as they arise, whether they are matters of government procedure, drafting approaches, legal interpretation, strategy when dealing with instructing areas or other issues. The assistant drafter can feel confident that the issues are being discussed with a drafter who has an equal, if not better, grasp of the detail of the project. By working with senior drafters, the assistant drafter is exposed to a lot of different drafting styles.

Training is hands-on and practical

- 62 Assistant drafters are involved in the drafting of Bills that are introduced into the Parliament and that become law. As assistant drafters progress, they reach a point where they can begin to manage projects for themselves. Indeed, to acquire the management skills necessary to operate at senior level, they must begin to manage projects themselves. At that stage, the pairing system offers a safety net for the assistant drafter and a system of quality control for OPC. Ideally, the assistant drafter would begin by managing simpler projects in which the senior drafter maintains close contact.

Training is tailor-made to the particular needs of the organisation

- 63 In-house training can be closely linked to the particular organisation in which it occurs. For example, as noted above, constitutional issues are very important in OPC, but may not be in other offices. In addition, OPC has fairly extensive written material relating to drafting approaches that must be followed, and training draws heavily on these.

4.2 Weaknesses

Training may be patchy

- 64 Whether an assistant drafter will gain experience in a particular area of law or drafting during their training can be quite hit and miss. It will depend upon the nature of the matters that come through the door and who an assistant drafter is paired with. It is hoped that some of these gaps will be filled in by seminars and other formal training co-ordinated by the DDT (see point 3.4).
- 65 Further, each SES drafter may hold a different view on when and how an assistant drafter should be introduced to managing their own projects. Some working methods for SES drafters do not lend themselves to giving aspects of a drafting project, or small drafting projects, to an assistant drafter. There are also projects that do not lend themselves to division.
- 66 Allowing an assistant drafter to manage a project, or an aspect of a project, is not always easy for an SES drafter, as he or she is ultimately responsible for the quality of the work produced by their team and needs to manage the risks involved.

Quality of training depends on quality of trainer

- 67 Drafters do not generally have any formal training in teaching and so the quality of the training may vary. This may be frustrating for assistant drafters who have to adjust to a variety of styles.

Training is resource intensive

- 68 The better quality the training the more of an impact on resources there tends to be.
- 69 There is a substantial cost in terms of the senior drafter's time and this reduces the capacity of the senior drafter to draft Bills. There is also a cost in training drafters (sometimes over a period of several years), who may then decide that drafting is not for them, or who may move to another drafting office.

Personality clashes

- 70 A pairing system can be very intense. Like all drafters, we often work to tight deadlines or in circumstances that are tense for other reasons. Working in a pair can sometimes require a high degree of professionalism and commitment.

4.3 So why prefer rotated pairings?

- 71 The short answer is that although there are weaknesses within the rotated pairing system, OPC's view is that problems are either soluble or worth putting up with to get the many benefits offered by the system. In addition, the formal training sessions co-ordinated by the DDT now supplement the fundamental method of training through the pairs system.

5 What other systems can be used?

- 72 There are many other training and supervision systems that can be used. The main 3 that we are aware have been used for drafters are:
- traditional branch structure; and
 - flexible pairings; and
 - formal drafter training.

5.1 Traditional "branch" structure

- 73 This is the method that I understand is used in a number of other drafting offices. It was also suggested at one time for OPC.

- 74 Under this arrangement, drafters work substantially on their own but with access to a more senior drafter for advice as required. Bills drafted by all but the most senior drafters are settled at the end of the process by a senior drafter.
- 75 The branches may or may not be structured around particular subject matters or client departments.
- 76 This is the structure that has the potential to be most efficient in the short term as all drafters are focussed on producing work (as opposed to the training of other drafters).
- 77 I see the following problems with this system:
- inexperienced drafters are only exposed to projects that they can largely handle by themselves—by necessity, this is only the simpler projects and the drafter is therefore not exposed during their early career to the complex analytical skills required by more complex work;
 - Bills are settled by drafters who have not had substantial involvement in the development of the Bill (and, in particular, the policy)—this is likely to lead to difficulties arising from a lack of knowledge of why provisions are drafted in a particular way;
 - the involvement of the senior drafter comes at a late stage in the process—this limits the opportunity to suggest completely different approaches and gives rise to situations where substantial changes need to be made at a late stage (this could be inconvenient for instructors and embarrassing for the drafting office);
 - the opportunities for development of the inexperienced drafter are reduced as:
 - they do not work with the senior drafter as he or she develops a legislative proposal from scratch; and
 - they do not see the senior drafter “in action” with instructors; and
 - the opportunities for discussing drafting issues as they arise during work are reduced.

5.2 Flexible pairings

- 78 This was a system used at OPC for a few years in the early 1990’s. It was intended to address problems with the pairs system as it was operating in OPC at that time.
- 79 The main problems that it was intended to address were:
- assistant drafters only working for a small number of senior drafters during their careers; and
 - assistant drafters with substantial experience not being provided with appropriate developmental opportunities; and
 - a lack of visibility for the work of assistant drafters.
- 80 The system involved each drafting job being allocated by FPC to 2 drafters (a senior drafter and an assistant drafter). FPC would also specify which of the drafters was primarily responsible for the drafting job.
- 81 As each drafter would generally be working on a number of drafting jobs at any one time, he or she would be concurrently working with a number of drafters.
- 82 There were a number of major problems with this system. These mostly arose from the lack of clarity of the role of senior drafters in relation to the training of assistant drafters. Because they did not have the exclusive responsibility of training particular assistant drafters, some took the view that they would not (or did not need to) put a great deal of effort into training those who worked with them.

- 83 It was also unclear at times who was responsible for the quality of Bills and it has been suggested that some of the work produced during that time was not up to the standard that OPC sets for its work.
- 84 In addition, OPC had just introduced its Performance Management Program (PMP) which required each assistant drafter to have a “supervisor” to prepare PMP reports. However, when the supervisors were appointed, it was not known whether or not they would actually be doing any work with the assistant drafter. For example, a number of my PMP reports were prepared by drafters with whom I had never worked. They had to rely (and try to reconcile) reports from the various drafters with whom I had worked.
- 85 Difficulties also arose in relation to the relative priorities of different drafting tasks that assistant drafters had. Some SES drafters considered that their work must be most important (because it was theirs) and this led to some assistant drafters having unreasonable demands placed upon them.
- 86 However, the most fundamental problem was the failure of this model as a method of training assistant drafters. It could be argued that this system was substantially responsible for OPC getting to a position several years ago where we had insufficient suitable drafters to fill our SES positions.
- 87 One positive thing that came out of having the alternative system is that when the pairs system was re-introduced the main problems that previously had been identified with it had been removed.

5.3 Formal drafter training

- 88 There are a number of institutions that conduct formal drafter training.
- 89 I believe that these can provide a useful grounding for new drafters who are learning the basics of drafting. However, much like many other trades or professions, there is no substitute for on-the-job experience working with a highly skilled person.
- 90 Formal drafter training could provide a useful adjunct to the pairs system operated by OPC. Unfortunately, the number of new drafters in Australasia each year would be insufficient to make such a course viable. What would be useful would be to have high quality generic materials that could then be modified and used by each jurisdiction.

6 Summary

- 91 OPC has found that the pairs system that we use has been successful in preparing drafters for senior drafting positions. This system does however require a substantial commitment of resources to the training of drafters.
- 92 This system has been improved by the addition of formal training sessions for drafters co-ordinated by the DDT to ensure that drafters receive training in all of the areas required.

Attachment A

Training sessions so far provided

Training sessions so far provided		
Item	Session	Presenter
1	Application and transitional provisions	SES drafter in OPC
2	The use of drafting plans	SES drafter in OPC
3	Criminal law	Officers in the Attorney-General's Department
4	Legal personality issues for drafters	SES drafter in OPC
5	Constitutional law	Academics
6	Statutory corporations	SES drafter in OPC
7	Statutory interpretation	SES drafter in OPC
8	Legislative instruments	SES drafters in OPC
9	Commonwealth-State cooperative schemes	SES drafter in OPC
10	Parliamentary practice and procedure	Officers in the House of Representatives and the Senate

Training sessions planned for the future

Training sessions planned for the future		
Item	Session	Presenter
1	Plain language	SES drafter in OPC
2	Criminal law	Officers in the Attorney-General's Department
3	Taxation	SES drafter in OPC
4	Courts and court jurisdiction	Officers in the Attorney-General's Department
5	Constitutional law	Academic
6	Bill project management	SES drafter in OPC
7	Financial provisions	SES drafter in OPC
8	Implementing international treaties	SES drafter in OPC
9	Privacy, confidentiality and secrecy provisions	Officers in the Attorney-General's Department
10	Subordinate legislation making powers	Officers in the Attorney-General's Department
11	Licensing and registration schemes	SES drafter in OPC
12	Customs and excise	SES drafter in OPC
13	Administrative law	Officers in the Attorney-General's Department
14	Statutory interpretation in providing legal advice	Australian Government Solicitor
15	Benefit schemes	SES drafter in OPC
16	Amounts, formulae and timing issues	SES drafter in OPC
17	Problem solving	SES drafter in OPC

Attachment B

Training sessions given to new drafters as part of the induction program

Training sessions given to new drafters as part of the induction program	
Item	Session
1	Introduction to OPC and legislative drafting
2	Drafting environment in OPC
3	Basic drafting theory
4	Drafting techniques
5	Legislation process
6	Useful legislation
7	Finding an up-to-date text of an Act

Attachment C

Index of Drafting Directions

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1.5 Numbering and lettering	3/1989, 6/1990, 1/1991
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1.7 Asterisking	6/2005, 6/2000
1.8 Tax Code drafting	6/2005
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2. USAGE (INCLUDING PLAIN ENGLISH)	
2.1 Plain English	11/2004
2.2 Gender specific language	3/2001
2.3 Use of various expressions in Bills	12/2004
2.4 English usage, grammar, punctuation and spelling	11/2004
3. CONTENT	
3.1 Constitutional law	9/2005
3.2 Taxation	1/1993, 14/1993, 11/2001, 2/2005 [Draft Drafting Direction on statutory and other bodies would replace 1/1993]
3.3 Exercise of powers etc. (including by Governor-General)	3/2000, 17/2004
3.4 Coercive powers	3/1983, 7/1985, 12/1986, 17/1989, 2/1999, 15/2001
3.5 Offences (including secrecy provisions)	1/1981, 16/1985, 15/1995, 2/1999, 7/2001, 8/2001, 9/2001
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3.7 Tribunals	7/1974, 7/1980, 9/1980, 6/1984 [Draft Drafting Direction on statutory and other bodies would replace 7/1980 and 9/1980]
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