



Ein cyf/Our ref: MA-L/FM/0244/17

Huw Irranca-Davies AM  
Chair  
Constitutional and Legislative Affairs Committee  
National Assembly for Wales  
Cardiff Bay  
Cardiff  
CF99 1NA

30 August 2017

Dear Huw

In December 2015, I responded to the recommendations of your predecessor committee's report, *Making Laws in Wales*. One of the commitments I made was that the Welsh Government would publish its *Legislation Handbook on Assembly Bills* once it had been updated for the Fifth Assembly.

I am today publishing the *Legislation Handbook on Assembly Bills* on the Welsh Government's website. The handbook is internal guidance for the Welsh Government Civil Service. It covers the processes and procedures involved in preparing primary legislation and supporting Ministers to take it through the National Assembly for Wales. This guidance has been updated to reflect recent changes to Standing Orders and will be updated periodically to take account of changes to the devolution settlement and other developments.

In my response to the *Making Laws in Wales* report, I noted there was a significant amount of overlap between the committee's recommendations and work in progress within the Welsh Government in preparation for the planning and management of the legislative programme in the Fifth Assembly.

I identified a number of key aspects where we had a shared vision, including:

- Comprehensive policy development at an early stage for all legislative proposals;
- Early identification and consideration of financial implications;
- Effective stakeholder engagement throughout the legislative process.

Bae Caerdydd • Cardiff Bay  
Caerdydd • Cardiff  
CF99 1NA

Canolfan Cyswllt Cyntaf / First Point of Contact Centre:  
0300 0604400  
[YP.PrifWeinidog@llyw.cymru](mailto:YP.PrifWeinidog@llyw.cymru) • [ps.firstminister@gov.wales](mailto:ps.firstminister@gov.wales)

Rydym yn croesawu derbyn gohebiaeth yn Gymraeg. Byddwn yn ateb gohebiaeth a dderbynnir yn Gymraeg yn Gymraeg ac ni fydd gohebu yn Gymraeg yn arwain at oedi.

We welcome receiving correspondence in Welsh. Any correspondence received in Welsh will be answered in Welsh and corresponding in Welsh will not lead to a delay in responding.

The *Legislation Handbook on Assembly Bills* sets out what is required of Bill teams at each stage of the process, from seeking inclusion in the government's legislative programme to commencing an Act of the Assembly. As such, it sets out how the Welsh Government Civil Service can support our shared vision for legislation.

The publication is a step forward in our transparent and open approach to delivering this government's legislative programme.

I am copying this letter to the Llywydd and a copy of the handbook will be placed in the library.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Carwyn Jones', written in a cursive style.

**CARWYN JONES**