

[Hon A Member]

[Placeholder for Crest]

[Title of Bill] Bill 2013

[Note: see the Solicitor-General’s Legislative Drafting Directives for the Cook Islands (Directive B) for instructions on how to use this template, including—

- bringing up the style menu; and
- “clean pasting” material from another document into this template; and
- automatically updating the contents; and
- many other features.]

Contents

1	Title	2
2	Commencement	2
3	Principal Act amended	2
Part 1		
Preliminary matters		
4	Purpose	3
5	Interpretation	3
6	Act binds the Crown	3
7	Application of Act	3
Part 2		
[This is a Part heading]		
Subpart 1—[This is a subpart heading]		
<i>[This is a crossheading]</i>		
8	[This is a section heading]	3
Part 3		
Demonstrations of amending style and format		
9	Demonstration of amending styles from the style menu	4
10	Demonstration of “Amdt orphan subsection/para/subpara” style from the style menu	4
11	Demonstration of style for inserting amendments	5
12	Demonstration of style for adding amendments	5
13	Demonstration of style for substituting amendments	5
14	Demonstration of style for repealing	5

Part 4
General and miscellaneous provisions

	<i>Offences</i>	
15	[Insert description of offence here]	5
16	General penalty for offences	6
	<i>Regulations</i>	
17	Regulations	6
	<i>Repeals and amendments</i>	
18	Repeals	6
19	Amendments to other enactments	6
	<i>Transitional and savings provisions</i>	
20	Transitional provisions	6
21	Savings provisions	6

Schedule 1

Amendments to Acts

Schedule 2

Amendments to regulations

An Act to—

- (a) [insert a short description of what the Bill does]; and
(b) [insert a short description of what the Bill does].

[Note: a Long Title is required by Standing Order 221 of the Standing Orders of the Parliament of the Cook Islands.]

[Note: to insert an editorial note like this one, use the “Editorial note” style in the style menu.]

The Parliament of the Cook Islands enacts as follows—

1 Title

This Act is the [insert Title of Act] Act 2013.

2 Commencement

- (1) Sections X and Y come into force on [insert first commencement date].
(2) Part Z comes into force on [insert secondary commencement date].
(3) The rest of this Act comes into force on [insert final commencement date].

[Note: use this format if some provisions of the Bill commence before the rest of the Bill. If the entire Bill commences on the same date, say “This Act comes into force on [insert commencement date].”]

3 Principal Act amended

This Act amends the [insert name and year of principal Act].

[Note: if you are drafting a principal Bill, then—

- delete this section and Part 3; and
- retain all of the rest of the Bill (as required).

If you are drafting an amendment Bill, then—

- **retain this section, Part 3, and (if required) the savings and transitional provisions from Part 4; and**
- **delete Part 1, Part 2, and all of Part 4 other than the savings and transitional provisions (if required).]**

Part 1 Preliminary matters

4 Purpose

The purpose of this Act is to [insert purpose of Act].

[Note: only include a purpose clause if it adds something to the Long Title and is necessary.]

5 Interpretation

In this Act, unless the context otherwise requires,—

defined term means [insert definition]

defined term means [insert definition].

6 Act binds the Crown

This Act binds the Crown.

7 Application of Act

This Act applies to [insert application].

Part 2 [This is a Part heading]

Subpart 1—[This is a subpart heading]

[This is a crossheading]

8 [This is a section heading]

(1) This is a subsection.

(2) This is a subsection—

(a) this is a paragraph—

(b) this is a paragraph—

(i) this is a subparagraph—

(ii) this is a subparagraph—

(A) this is a subsubparagraph—

(B) this is a subsubparagraph.]

[Note: this Part demonstrates the various levels that may be drafted into a Bill and their correct names and formatting. If you are going to use Parts, subparts, and crossheadings in a Bill there should always be—

- **2 or more Parts in a Bill:**
- **2 or more subparts in a Part:**
- **2 or more crossheadings in a Part or a subpart.]**

Part 3

Demonstrations of amending style and format

[**Note: this Part demonstrates the amending style and format that must be used in an amending Bill. Note that—**

- **the amending styles from the style menu must be used when setting out amending text so that the contents table and the numbering of the Bill are unaffected by the amending text; and**
- **use the “Amdt orphan subsection/para/subpara” style from the style menu when setting out amending text that is less than a section. For example, when inserting a subsection, paragraph, or subparagraph that is not part of an inserted section.]**

9 Demonstration of amending styles from the style menu

The following Part is inserted after Part 4—

“Part 4A

“This Part heading uses the “Amdt Part number/title” style

“Subpart 1—This subpart heading uses the “Amdt subpart number/title” style

This crossheading uses the “Amdt crossheading” style

“26A This section heading uses the “Amendment section heading” style

“(1) This subsection uses the “Amdt numbered subsection” style—

“(a) this paragraph uses the “Amdt paragraph” style; and

**“(b) this paragraph uses the “Amdt paragraph” style; and
this subparagraph uses the “Amdt subparagraph” style; and
this subparagraph uses the “Amdt subparagraph” style.**

“(2) This subsection uses the “Amdt numbered subsection” style.”

10 Demonstration of “Amdt orphan subsection/para/subpara” style from the style menu

Section 15 is amended by inserting the following subsections after subsection (4)—

“(4A) This subsection uses the “Amdt orphan subsection/para/subpara” style—

“(c) this paragraph uses the “Amdt paragraph” style; and

“(d) this paragraph uses the “Amdt paragraph” style; and

**“(i) this subparagraph uses the “Amdt subparagraph” style;
and**

“(ii) this subparagraph uses the “Amdt subparagraph” style.

“(4B) This subsection uses the “Amdt orphan subsection/para/subpara” style.”

11 Demonstration of style for inserting amendments

- (1) The following section is inserted after section 20—
- “20A Dogs must not be walked in the rain**
- “(1) A person must not walk a dog in the rain.
- “(2) However, subsection (1) does not apply if the dog is wearing a waterproof jacket.”
- (2) Section 25 is amended by inserting the following subsection after subsection (4)—
- “(4A) The owner of a dog must not get the dog wet.”
- (3) Section 30 is amended by inserting “, cat, and goat” after “dog”.

12 Demonstration of style for adding amendments

- Section 35(1) is amended by adding “; or” and by adding the following paragraph after paragraph (c)—
- “(d) a wet dog.”

13 Demonstration of style for substituting amendments

- (1) Section 40 is repealed and the following section is substituted—
- “40 Dogs must not be walked in the rain**
- “(1) A person must not walk a dog in the rain.
- “(2) However, subsection (1) does not apply if the dog is wearing a waterproof jacket.”
- (2) Section 45(1) is amended by repealing paragraph (d) and substituting the following paragraph—
- “(d) the owner of a dog must not get the dog wet; and”.
- (3) Section 50 is amended by omitting “dog” and substituting “cat”.

14 Demonstration of style for repealing

- (1) Section 55 is repealed.
- (2) Section 60 is amended by repealing subsection (4).
- (3) Section 65 is amended by omitting “dog”.

Part 4

General and miscellaneous provisions

Offences

15 [Insert description of offence here]

A person who [insert elements of offence] commits an offence and is liable on conviction,—

- (a) in the case of an individual, to a fine not exceeding \$[insert amount], or to imprisonment for a term not exceeding [insert length of imprisonment], or both; or
- (b) in any other case, to a fine not exceeding \$[insert amount].

16 General penalty for offences

A person who commits an offence under this Act, or regulations made under this Act, for which no penalty is otherwise provided by this Act or by the regulations is liable on conviction to a fine not exceeding \$[insert amount].

Regulations

17 Regulations

The Queen’s Representative may, by Order in Executive Council, [insert any pre-conditions here, eg, “on the advice of the Minister given in accordance with a recommendation of the Commission,”] make regulations for all or any of the following purposes—

- (a) prescribing forms to be used for the purposes of this Act:
- (b) prescribing matters for which fees are payable under this Act and the amounts of those fees:
- (c) prescribing grounds for an exemption from fees, in whole or in part:
- (d) [insert regulation-making power]:
- (e) [insert regulation-making power]:
- (f) providing for any other matters contemplated by this Act, necessary for its full administration, or necessary for giving it full effect.

Repeals and amendments

18 Repeals

The following enactments are repealed—

- (a) [insert name of enactment]:
- (b) [insert name of enactment].

19 Amendments to other enactments

- (1) The Acts listed in Schedule 1 are amended as set out in that schedule.
- (2) The regulations listed in Schedule 2 are amended as set out in that schedule.

Transitional and savings provisions

20 Transitional provisions

[Insert transitional provisions].

21 Savings provisions

[Insert savings provisions].

[insert shoulder reference, eg, “s 19(1)”]

Schedule 1
Amendments to Acts

[Set out amendments to Acts]

[insert shoulder reference, eg, “s 19(2)”]

Schedule 2
Amendments to regulations

[Set out amendments to regulations]

This Act is administered by the [insert name of administering department].
Printed under the authority of the Cook Islands Parliament—2013.
