*This is an instructional template prepared by the Cabinet Office.*

*THIS DOCUMENT CONTAINS GUIDANCE* ***AND*** *TEMPLATE RECOMMENDATIONS*

**Guidance:**

*Set out below is the format for recommendations for a paper seeking LEG’s approval of the government response to a Law Commission report.*

*If the Law Commission’s report raises matters that require policy decisions to be taken by a Cabinet committee, the paper that accompanies the response should be submitted to the relevant policy committee.*

**Recommendations**

The Minister for xx recommends that the Cabinet Legislation Committee:

1. note that the Law Commission's (the Commission) report entitled xx was presented to the House of Representatives (the House) on [x date];
2. note that the Commission recommended that the government:
	1. xx [*summarise the key recommendations of the Law Commission's report*];
3. note that on [x date]:
	1. xx [*summarise any relevant policy decisions taken, with appropriate minute references*];
4. note the submission of the Minister for xx and, in particular, his/her advice that:
	1. xx [*summarise the main points of the proposed government response*];
5. approve the proposed government response, attached to the paper, to the Commission’s report entitled xx;
6. note that the government response must be presented to the House by xx;
7. invite the Minister for xx to present the government response to the House.

Hon John Jones

Minister for X