



Ministry  
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**Criminal Procedure Rule Committee: revision of the magistrates' courts Preparation for Effective Trial form**

The Lord Chief Justice has authorised for use with the Criminal Procedure Rules a revised Preparation for Effective Trial form for use in magistrates' courts and a new youth court version of the PET form. The forms are for use **on and after Monday 7 June 2021**, in accordance with CrimPR 5.1(2)(b) and paragraph I 5A.2 of the Criminal Practice Directions. I enclose a copy of the English and Welsh language editions of each. On Friday 4 June 2021 these forms will be published on the Criminal Procedure Rules forms page at <https://www.gov.uk/government/publications/preparation-for-trial-in-a-magistrates-court>.

The magistrates' courts Preparation for Effective Trial form was first authorised for use in 2010. With minor amendments, most recently in 2015, it has remained in use since. Prompted by a judgment of the Divisional Court in late 2018 concerning the use to be made of information supplied for case management purposes, during 2019 and 2020 the Rule Committee consulted on, and subsequently tested at courts in Essex, amendments to improve the clarity and utility of the PET form in adult magistrates' courts and in youth courts. The amendments affect both content and presentation but the changes to neither are so extensive as to render the new forms unrecognisable to those already familiar with the current versions. The overall structure of both forms remains as now.

In due course, after about a year, the Rule Committee expects that these forms will be superseded by new online electronic arrangements under the authority of CrimPR 5.1(2)(a) as part of the Criminal Justice System Common Platform programme. The content of the forms, and the arrangement of that content, will remain substantially the same as now but with improved provision for the entry of witness information, to make it easier to enter that information and easier for courts to give directions for the introduction of each individual witness' evidence.

This announcement will be circulated by email to those listed at the end of this letter. I should be grateful if recipients would pass the message on to any others with an interest.

Jonathan Solly

Copies of this letter have been sent to:

The Senior Presiding Judge  
The Senior District Judge (Chief Magistrate)  
The Council of HM District Judges (Magistrates' Courts)  
The Magistrates' Association  
The Magistrates' Leadership Executive  
The Magistrates' Engagement Group  
The JCS Service  
The Criminal Bar Association  
The Law Society  
The Criminal Law Solicitors' Association  
The London Criminal Courts Solicitors' Association  
The Institute of Legal Executives  
Lawyers in Local Government  
The Crown Prosecution Service  
The Whitehall Prosecutors' Group  
HM Courts and Tribunals Service  
The Ministry of Justice Youth Cases Quality of Advocacy Working Group