**TRIAL MANAGEMENT FORM**

To be completed jointly or separately by the Crown and the accused person and filed three days prior to the arraignment day. See Clause 12 of Practice Note SC CL 2.

|  |
| --- |
| **Name of Matter and Court File No:** *<insert matter name and file number here>* |
|  | **Crown** | **Accused** |
| Is the matter ready for Arraignment? |  |  |
| Number of accused? |  |  |
| What is the estimate of Trial? |  |  |
| What is the preferred venue of the trial? |  |  |
| What are the best Trial Dates? |  |  |
| Approximate Number of witnesses? |  |  |
| Is it known whether any interpreters required?If so, for what language?  |  |  |
| Are there any Issues that will affect Location (e.g., security, multiple accused)? |  |  |
| Is it likely that a View will be sought?If so, where? Are there any logistical or travel issues? |  |  |
| Is there any Issue as to Fitness?If so, please note available expert reportsReports served? |  |  |
| Is a Judge Alone trial sought?If so, is it by consent? |  |  |
| Is there any application to sever the indictment? |  |  |
| Has Counsel considered whether there are admissibility issues to be determined prior to empanelment? If so, what issues are there?Estimate? |  |  |
| Please detail the nature of any pre-trial issues |  |  |
| Is there a specific defence relied upon? E.g., alibi, mental health impairment |  |  |
| Is any Expert Evidence to be Called?If so, identify expert and nature of expertiseHas any report been served? |  |  |
| Are there any s166 / Form 1 / s16A(2)(b) or 16BA offences to be taken into account / or to be dealt with? |  |  |
| Are there any suppression or non-publication orders sought or to be extended or already in effect? |  |  |

**CERTIFICATION**

Having considered the brief of evidence and any instructions, and discussed the conduct of the forthcoming trial with opposing counsel / legal representative, I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ certify that I am aware of clause 12 of Practice Note SC CL 2 and to the best of my knowledge: [strike out one]

1. all issues relevant to the efficient conduct of the trial have been here noted and, subject to those issues, the matter is ready to proceed to trial; or
2. I am not in a position to state the matter is ready to proceed to trial

…………………………………………………

**Counsel / Legal Representative for the Crown**

**Date**

**Contact Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Legal Representative (Crown):** |  | **Counsel (Crown):**  |  |
| **Phone Number :** |  | **Phone Number:**  |  |
| **Email Address:** |  | **Email Address:**  |  |

Having considered the brief of evidence and any instructions, and discussed the conduct of the forthcoming trial with opposing counsel / legal representative, I\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ certify that I am aware of clause 12 of Practice Note SC CL 2 and to the best of my knowledge: [strike out one]:

1. all issues relevant to the efficient conduct of the trial have been here noted and, subject to those issues, the matter is ready to proceed to trial; or
2. I am not in a position to state the matter is ready to proceed to trial.

…………………………………………………

**Counsel / Legal Representative for the Accused**

**Date**

**Contact Information**

|  |  |  |  |
| --- | --- | --- | --- |
| **Legal Representative****(Defence):** |  | **Counsel (Defence):**  |  |
| **Phone Number:**  |  | **Phone Number:** |  |
| **Email Address:**  |  | **Email Address:**  |  |