



NATIONAL DISCLOSURE IMPROVEMENT PLAN

National Disclosure Forum

Terms of Reference

Purpose

1. To lead the implementation of the joint National Disclosure Improvement Plan, and assess the progress made to address the recommendations in the HMCPSI/HMICFRS and Mouncher Investigation reports.

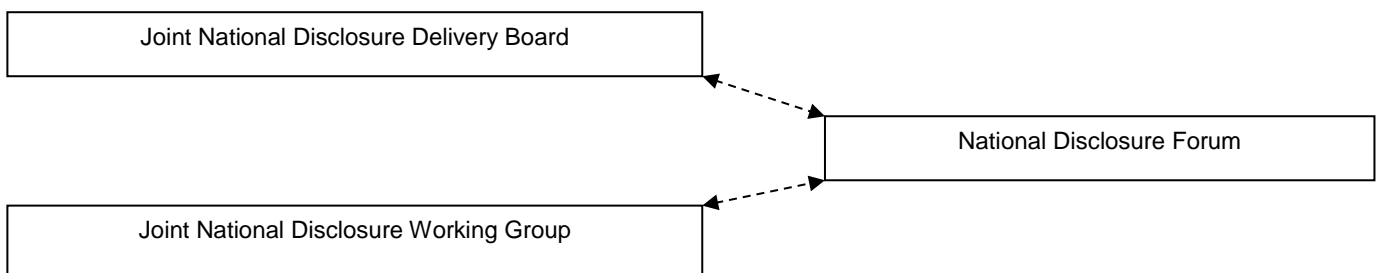
Background

2. The joint National Disclosure Improvement Plan (NDIP) sets out the further work needed to address the recommendations in the HMCPSI/HMICFRS and Mouncher Investigation reports, and to identify and prepare for any further challenges.
3. This joint National Disclosure Delivery Board will be co-chaired by the Director of Public Prosecutions and the NPCC Lead, Chief Constable Nick Ephgrave. This Board will provide the leadership and oversight of the Joint National Disclosure Improvement Plan, and check and challenge the work of the groups which are assigned actions.
4. CPS and joint CPS-Police thematic working groups will be set up to focus on specific aspects of the Joint National Disclosure Improvement Plan. These working groups will also focus on maximising the use of technology.
5. These working groups will focus on process and assurance, technology and training.
6. A National Disclosure Forum has been set up to inform CJS agencies and interested parties of progress made against the NDIP, and to provide an opportunity to raise and debate issues relating to disclosure

Remit

7. Propose items to the Joint National Disclosure Delivery Board for inclusion in the National Disclosure Forum agenda.
8. Debate issues relating to disclosure and performance against addressing the recommendations in the NDIP
9. Submit proposals to the Joint National Disclosure Delivery Board for practical actions that should be taken to improve performance on disclosure and guard against future failures.
10. Update and consult with colleagues from within their agency on disclosure issues and communicate to the wider forum for debate.

Relationship with other groups



Meetings

11. Frequency: - the National Disclosure Forum will meet monthly for the first three months then the frequency will be reviewed.
12. Agenda: - a formal agenda will be produced by Operations Directorate. Updates will be required from each action assignee as to progress.
13. Secretariat: - to be provided by Operations Directorate.
14. Supporting papers: - any supporting papers to be considered by the Group must be circulated at least 3 working days prior to the meeting.

Membership

15. Membership of the group comprises: -
 - Greg McGill, Director of Legal Services (Co-chair);
 - Nick Ephgrave, NPCC Lead on Disclosure (Co-chair);
 - Criminal Bar Association
 - Bar Council
 - CLSA
 - National Crime Agency

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- College of Policing
 - Senior Presiding Judge's Office
 - Criminal Law Committee
 - London Criminal Court Solicitors' Association
 - Magistrates Clerks
 - Crown Court Clerks
 - Other attendees as appropriate and by request

How the Group operates

16. Meeting dates will be agreed in advance.

17. Members will submit any documents relating to their actions to the secretariat 5 working days before the next meeting.

18. Members will consider any documents circulated prior to meetings so that meaningful discussions can take place and actions agreed promptly.

February 2018