

POLICY AND RESOURCES COMMITTEE

13 JULY 1999

COMMUNITY LEGAL SERVICE
DRAFT ACTION PLAN
YEAR ONE -APRIL 1999 TO MARCH 2000

TASKS	SUB-TASKS	SCHEDULED COMPLETION DATES	COMMENTS
PHASE ONE - NEEDS ASSESSMENT			
Consultation	<ul style="list-style-type: none"> • Article in April 99 Parish Newsletter informing of Associate Pioneer status • Article in June 99 Messenger launching Associate Pioneer status and asking for comments on current service provision and needs • Information Bulletin sent out May 99 to all legal and advice services informing of Associate Pioneer status and timescale of project • Articles in local newspapers during May 99 launching Associate Pioneer status • Survey questionnaire on “needs/requirements” sent out in May 99 to 1000 randomly chosen people from the electoral register to be returned by 12 June 99 • Article in May 99 Roundabout to staff informing of Associate Pioneer status and how this affects Council services • June 99 Information Bulletin sent out informing of Lord Chancellor’s consultation paper issued in May 99 and requesting comments • Citizens Panel 30 June 99 to test out survey questionnaire responses and get views 	<p style="text-align: center;">April 99</p> <p style="text-align: center;">26 April to 7 May 99</p> <p style="text-align: center;">26 April to 13 May 99</p> <p style="text-align: center;">2 May to 31 May 99</p> <p style="text-align: center;">26 April to 18 June 99</p> <p style="text-align: center;">26 April to 10 May 99</p> <p style="text-align: center;">June 99</p>	<p style="text-align: center;">Completed</p> <p style="text-align: center;">Completed Comments still being received</p> <p style="text-align: center;">Completed</p> <p style="text-align: center;">Completed</p> <p style="text-align: center;">Analysis of questionnaire in progress</p> <p style="text-align: center;">Completed</p> <p style="text-align: center;">In Progress</p>

		26 April to 30 June 99	In Progress
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TASKS	SUB-TASKS	SCHEDULED COMPLETION DATES	COMMENTS
PHASE ONE - NEEDS ASSESSMENT			
	<ul style="list-style-type: none"> Possible further Citizens Panel later in the year to test out progress of other initiatives on behalf of the Partnership 	To be agreed	
MAPPING LOCAL PROVISION OF SERVICES NEEDS ASSESSMENT	<ul style="list-style-type: none"> Set up database of main providers of legal and advice services Questionnaire to supplier agencies and interviews with key provider agencies to identify local provision Needs Assessment Mapping exercise 	26 April to 31 May 99 1 May to Aug 99 1 May to Aug 99	Continually being updated In progress. Return of completed questionnaire by 31 July 99.
TARGETING EXCLUDED GROUPS	<ul style="list-style-type: none"> To be discussed further 		
PHASE TWO - REVIEW			
REVIEW	<ul style="list-style-type: none"> Review of consultation, mapping and needs assessment October Seminar - to consider consultation findings and discuss steps forward e.g establishing a Milton Keynes Community Legal Service Partnership 	Aug/Sept 99 7 Oct 99	Dates currently being agreed
PHASE THREE - IMPLEMENTATION			
IMPLEMENTATION		to Mar 00	