City and Hackney PNA Project Plan 2022

		06/09/2021	13/09/2021	20/09/2021	27/09/2021	04/10/2021	11/10/2021	18/10/2021	25/10/2021	01/11/2021	08/11/2021	15/11/2021	22/11/2021	29/11/2021	06/12/2021	13/12/2021	20/12/2021	27/12/2021	03/01/2022	10/01/2022	17/01/2022	24/01/2022	31/01/2022	07/02/2022	14/02/2022	21/02/2022	28/02/2022	07/03/2022	14/03/2022	21/03/2022	28/03/2022	04/04/2022	11/04/2022	18/04/2022	25/04/2022	02/05/2022	09/05/2022	16/05/2022	23/05/2022	30/05/2022	06/06/2022	13/06/2022	20/06/2022	27/06/2022	04/07/2022	11/07/2022	18/07/2022	25/07/2022	01/08/2022	08/08/2022	15/08/2022	22/08/2022	29/08/2022
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City AS																																																			
Stage One: Project Planning and Governance																																																			
City & Hackney	Contract Award																																																		
City & Hackney	Kick Off Meeting																																																		
City & Hackney	First Steering Group Meeting - agree what data is to be collected					7																																													
City & Hackney	Data and information requests CCG, NHSE and LA																																																		
City & Hackney	Comms plans agreed for mobilisation questionnaires																																																	
City & Hackney	Questionnaires Live																																																	
City & Hackney	Questionnaires Closed																																																	
City & Hackney	Analyse questionnaires																																																	
City & Hackney	Health Needs Chapter Ready																																																	
City & Hackney	Receive back all data, information and strategic documents																																																	
City & Hackney	Sign off Contractor list for map production																																																	
City & Hackney	Maps Ready																																																	
City & Hackney	Second Steering Group Meeting - Sign off data																																																	
Stage Two: PNA Development - City																																																		
City & Hackney	Populate PNA Template																																																	
City & Hackney	Complete draft PNA including recommendations																																																	
City & Hackney	Proof read and format draft PNA																																																	
City & Hackney	Circulate draft PNA to Steering Group and NHSE																																																	
City & Hackney	Third Steering Group - Agree the draft																																																	
City & Hackney	Finlaise draft PNA following Steering Group meeting																																																	
City & Hackney	Final proof read and format of draft PNA																																																	
Stage Three: Consultation - City																																																		
City & Hackney	Consultation Start																																																	
City & Hackney	Consultation End																																																	
City & Hackney	Produce consultation report																																																	
Stage Four: Final PNA Production - City																																																		
City & Hackney	Produce draft final PNA from consultation report																																																	
City & Hackney	Circulate draft Final PNA to Steering Group																																																	
City & Hackney	Fourth Steering Group Meeting - Sign Off Final																																																	
City & Hackney	Amend final PNA for feedback from Steering Group																																																	
City & Hackney	Final proof read and format of draft PNA																																																	
City & Hackney	Submit final PNA to local authority																																																	

Steering Group Meetings

BH - Bank Holiday