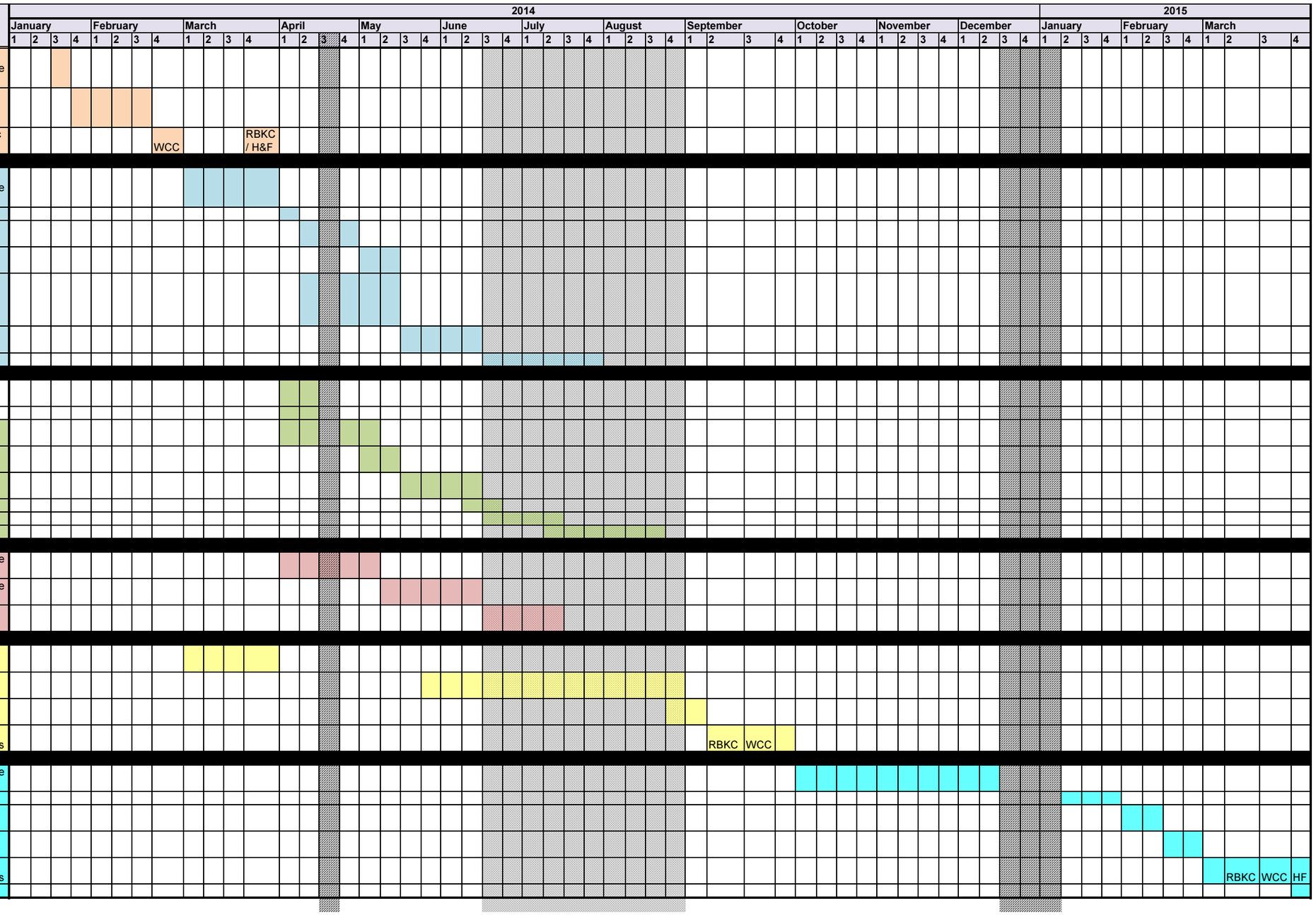THEME	TASK	OWNER
Preparation	Discuss process, timeline and governance at JSNA steering group	HWB Programme Manager
	Set-up PNA T&F group (reporting to JSNA steering group)	JSNA Steering Group Manager
	Provide assurance to HWBs	Director of Public Health / ASC
Health Needs and Priorities	Obtain reference documentation, eg JNSA / PNA / Heat Maps	HWB Programme Manager
	Confirm localities to be used	PH Intelligence
	Obtain relevant public health data set at locality level	PH Intelligence
	Obtain any additional data (if required)	PH Intelligence
	Identify potential changes which could impact need over next three years (business plans,	PH Intelligence / Strategy Unit
	Produce initial maps for the PNA	PH Intelligence
	Analysis	PH Intelligence
Current pharmaceutical services provision	Obtain existing pharmaceutical services data	???
	Identify other relevant	????
	Data cleaning and preparation	PH Intelligence
	Pharmaceutical provider questionnaire designed	PH Intelligence
	Pharmaceutical provider questionnaire - live	LPCs
	Chase	LPCs
	Data entry	PH Intelligence
	Analysis of data	PH Intelligence
Patients, Public and Stakeholders	Develop engagement strategy	HWB Programme Manager / LPC
	Engagement pre-draft	HWB Programme Manager / LPC
	Analysis of Engagement pre-draft	PH Intelligence
Synthesis and Drafting	Develop PNA structure and framework	PNA Task & Finish Group
	Drafting	PNA Task & Finish Group
	Review consultation draft at steering group	JSNA Steering Group
	Agree final consultation draft with HWBs	Health and Wellbeing Boards
Consultation	Consultation	HWB Programme Manager / LPC
	Analysis of feedback	PH Intelligence
	Draft Final PNA	PNA Task and Finish Group
	Review final PNA at steering group	JSNA Steering Group
	Sign-off of PNA by HWBs	Health and Wellbeing Boards
	Publication	Public Health