APPENDIX B: LINCOLNSHIRE 2018 PNA PROJECT PLAN

		Owner	07/07/2017	14/07/2017	21/07/2017	28/07/2017	04/08/2017	11/08/2017	18/08/2017	25/08/2017	01/09/2017	08/09/2017	15/09/2017	22/09/2017	29/09/2017	06/10/2017	13/10/2017	20/10/2017	27/10/2017	03/11/2017	10/11/2017	17/11/2017	24/11/2017	01/12/2017	08/12/2017	15/12/2017	22/12/2017	29/12/2017	05/01/2018	12/01/2018	19/01/2018	26/01/2018	02/02/2018	09/02/2018	16/02/2018	23/02/2018	02/03/2018	09/03/2018	16/03/2018	23/03/2018	30/03/2018
Stage 1	Project Start	SB																																							
Stage 1	First Steering Group Meeting	SB																																							
Stage 1	Data collation including questionnaires	SB																																							
Stage 2	Second Steering Group Meeting to agree and lock down the data	SB												19																											
Stage 2	HWB meeting to receive paper on process & initial feedback from Questionnaires	CC													26																										
Stage 3	Complete draft PNA including recommendations	SB																																							
Stage 3	Circulate draft PNA to Steering Group and NHSE	SB																		30																					
Stage 3	Third Steering Group Meeting-agree draft PNA	SB																			10																				
Stage 3	HWB meeting to agree Draft PNA for consultation	CC																							5																
Stage 3	Consultation(63 days)	SB																								11															
Stage 4	Produce consultation report and draft final PNA	SB																																							
Stage 4	Circulate draft Final PNA to Steering Group	SB																																	16						
Stage 4	Fourth Steering Group Meeting-agree final PNA	SB																																			27				
Stage 4	HWB meeting to agree draft Final PNA for publication	CC																																							27
Stage 4	Convene steering group to receive/inform comments from HWB (pm)	SB																																							28
Stage 4	Amend final PNA for feedback from HWB	SB																																							28
Stage 4	Submit final PNA to local authority	SB																																							29
Stage 4	Upload Final PNA onto Council or Observatory (TBC) website, and make 'live'	CC																																							29

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