



Project: Latest project
Date: Thu 08/12/11

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

ID	Task Name	2011		2012		2013	
		01/11	16/05	28/11	11/06	24/12	
25	Review and reflect on access to devise information advice and guidance on access						
26	Infrequent users						
27	Consider what new opportunities may exist and provide suitable awareness raising sessions to enable this						
28	Potential Users						
29	Find out who, meet, discuss and then work with infrequent users to define how and what would create regular use of JSNA, greater involvement in JSNA process and contributing to JSNA in future						
30	Subscribers and access to all/new data (Data sharing)						
31	Develop and implement relevant policies and procedures across partners associated with the delivery of the JSNA and joint intelligence services.						
32	Email JSNA Bulletin						
33	Create wider engagement of online data access. Develop understanding of interested parties needs of data, information, intelligence and knowledge. Create membership approach. Underpin development of HWBB Comms Plan						
34	Latest Documents (Link to HSM Intell Workplan)						
35	New Data						
36	Work with variety of previous, current and future data providers to populate JSNA on its iterative journey (Link to HSM Intell Workplan)						
37	JSNA Schedule for delivering refreshed document						
38	Provide a system schedule of delivery and monitoring of the JSNA data set for ongoing review and continuous management of data flows						
39	Formalise tracking of data references in JSNA (timing, availability, integration) (Feb 11/ July 11)						
40	Fully understand and greater awareness of developing JSNA data to ensure most accurate current JSNA document						
41	Version Control						
42	Provide opportunity that offers an ongoing collaborative process to include latest data into a newer version of the chapter or section						
43	JSNA Data Review (Link to HSM Intell Workplan)						
44	Collective approach to the collation of any identified data needs across partners and those with expertise e.g. PCT Operational Plan, Council Corporate						
45	Describes requirements for existing and new data and information activity as a result of collective review of data needs						
46	Build upon JSNA Data Review Plan (requirements for existing and new data and information activity) to request where needs are known and acknowledged that resources are aligned						

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47	JSNA Data Review (Tracking) (Link to HSM Intell Workplan)						
48	Provide system review that identifies where JSNA baseline data will/has/has not been embedded in all partners strategy, policies and plans and relating to effective commissioning						
49	Create record of partner usage & referencing of JSNA						
50	Enable partners to consider future opportunities for JSNA informing their evidence based decision making						
51	JSNA Minimum Data Inclusion Process						
52	Schedule of known work that contains required dataset inclusions from JSNA Collate known data inclusion requirements for JSNA and have schedule of needs						
53	Understand partners known needs to ensure all necessary elements are actioned in a timely manner						
54	Streamlined process that is aware of demands and needs of others						
55	Knowledge Bank/Warehouse (Link to HSM Intell Workplan)						
56	Collective approach for information colleagues to deposit relevant data to Wirral partners and withdraw information – confidence to use as most recent and accurate						
57	Through collaboration, Greater engagement and involvement of partners/R & I leads & Group - Improved/defined data sharing & Wider resource						
58	Improved outcomes through better provision & use information & intelligence						
59	Using Instant Atlas Web Server to provide holding point for partners publically available data						
60	Amended and new analysis						
61	Ask previous/current data providers to update and return data						
62	Direction and Vision						
63	Executive Board						
64	JSNA Executive Board providing strategic direction and outward impetus to ensure JSNA is embedded in the work of partners - so evidence based decision making underpins commissioning and wider work						
65	JSNA Risks & Issues Log						
66	Understand risks and issues - Work with colleagues and partners to define what risks and issues and plan to put in place plans to mitigate - Informed process						
67	Plan to mitigate impacts - Understanding potential – create mitigation plans to minimize impacts, negative outcomes or positive opportunities						
68	Review outcomes and redesign mitigation plans - Changes that occur are managed and plans reflect changes made						
69	External & Internal impetus (legislation, people, demand)						
70	Understand how, why and where the JSNA can be affected and make contingencies to mitigate any adverse outcomes						
71	JSNA Future Policy & Guidance						

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72	Review new policy and guidance for current and future JSNA specification Ongoing review of internal and external demands contact with other JSNA leads. Give Executive Board and others with up to date details on future policy ecide future direction of JSNA	[Task bar]		[Task bar]			
73	Review of JSNA use and derived benefits	[Task bar]		[Task bar]			
74	For the JSNA, understand where and how, and adapt to widen benefits for others - Questioning previous, current and potential users through a variety of media	[Task bar]		[Task bar]			
75	Review other JSNAs and how they have adapted to meet wider needs - Improved outcomes through better provision & use information & intelligence	[Task bar]		[Task bar]			
76	Support Health & Wellbeing Board (see later task)			[Task bar]			
77	Ensure JSNA process informs forthcoming development of HWBB			[Task bar]			
78	Commissioning	[Task bar]		[Task bar]			
79	Understand policy, planning and commissioning processes of partners and organisations to ensure JSNA is able to support these processes in a timely manner.	[Task bar]		[Task bar]			
80	Set up a written specification between commissioners and authors, agreed by all.	[Task bar]		[Task bar]			
81	Developing Culture (stage 1)	[Task bar]		[Task bar]			
82	Work with partners to improve awareness, change perceptions, collaborate on data and analysis, and develop new ways of working	[Task bar]		[Task bar]			
83	Health & Wellbeing Board			[Task bar]			
84	Ensure JSNA process collates key issues relating to Wirral population to inform future HWBB activity			[Task bar]			
85	Provide analysis in a timely and appropriate manner to improve evidence based decision making			[Task bar]			
86	Support development and delivery of HWBB Communications activity that includes engagement across Wirral to confirm or otherwise JSNA key issues			[Task bar]			
87	Ensure JSNA informs H&WB Board and others of likely key issues for then prioritising in Joint HWB Strategy			[Task bar]			
88	Support development and implemenation of HWBB processes to develop approach from key issues through to strategy			[Task bar]			
89	Use previous and latest guidance to inform developments and support structures - such LGID Springboard to Action			[Task bar]			
90	Development of Joint Health & Wellbeing Strategy			[Task bar]			
91	Provide support to HWBB in developing JHWB Strategy			[Task bar]			
92	Provide data and information to HWBB that enable them to understand currnet position in terms of a number of subject areas			[Task bar]			
93	Work with DPH and other JSNA Exec Board members to decide how JSNA Key Issues should be presented to HWBB			[Task bar]			
94	Provide support to use defined HWBB process that engages local communities, organsations and partners to 'sensor check' what are considered those key issues			[Task bar]			
95	Assist HWBB to define key priorities (keeping content of key issues up to date during process)			[Task bar]			
96	Provide support to HWBB as it drafts Joint Health & Wellbeing Strategy based upon reviewed key issues and defined local priorities			[Task bar]			
97	Developmental	[Task bar]		[Task bar]			
98	Engagement (stage 2)	[Task bar]		[Task bar]			
99	Opportunities to link to partner existing and planned points of contact	[Task bar]		[Task bar]			

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100	Understand partner communication with service users so develop wider understanding and engagement with JSNA through these routes.						
101	Plan resident and other links to JSNA through partner contact routes						
102	Wider access for residents and partners to JSNA data						
103	VCF sectors						
104	Revisit previous development work and look to develop options where appropriate. Consider current monitoring data being collected by/for sector and align to JSNA qualitative work						
105	Work with sector leads to express JSNA as a need to be considered in development work and within future commissioning processes as minimum requirement						
106	Exploring new needs and aspirations						
107	Work with current and new partners to understand opportunities to develop new data access, reporting and recording - all contributing to an iterative JSNA that leads to better EBDM						
108	Established routes and collective approaches						
109	Understand how collaborative JSNA data opportunities work - and embed these and improved methods - to develop greater understanding and clarity of work						
110	Extend use of current partner consultation processes						
111	Extend use of current partner consultation processes to introduce JSNA to new people and understand future consultations and provide access to JSNA to inform their considerations						
112	Sharing good practice						
113	Develop systematic review of best JSNA practice across Wirral partners that informs colleagues and future practice						
114	Improved awareness and understanding of how JSNA can support partners service planning and provision						
115	Reporting of JSNA Engagement						
116	Record engagement processes, outcomes and developments - and where changes accrue - to both internal and external audiences as required						
117	Provide feedback for JSNA Engagement through NHS Wirral PPI Annual Report process						
118	Future JSNA						
119	Localism & Big Society						
120	Provide information and intelligence to development of localism process						
121	Enhance neighbourhood area plans to reflect wider local data available to inform planning and provision						
122	Informing strategies, policies and plans and reviewing processes						
123	Provide system review that identifies where JSNA baseline data has/has not been embedded in all partners policy, strategy and implementation relating to effective commissioning						
124	Prospective schedule of major strategy, policy, and commissioning work so directing timely contact with JSNA						
125	Determine where strategies, plans, policies and commissioning has achieved, or not, its expected outcomes						
126	Ongoing review of internal and external demands – contact with partners, colleagues and other JSNA leads						

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127	Modelling Tools						
128	Develop with others use of modelling tools to consider other aspects such as value for money and outcomes for investment						
129	Joined up assessments						
130	Plan to align people and resources so that partners plan and act collaboratively - so outcomes recognise joint working, intelligence and analysis						
131	Wider footprint JSNA leads group						
132	Contact colleagues - Define opportunities - Meet when appropriate - Link to CHAMPS - Consider future implications for JSNA - Share practice as required						
133	Breadth & depth						
134	Work with JSNA Exec Board to consider approach of JSNA data and analysis as to where it covers a range of areas and where it delves deeper into issues that are recognised as a local priority - Board members giving that direction						
135	Commissioners & Authors						
136	Work with range of colleagues and partners to ensure all can and do contribute to the JSNA process so that it provides a complete and comprehensive document - this will be achieved where everyone puts into the process - whatever their knowledge and informa						
137	Guidance, analysis and best practice						
138	Develop clear understanding of previous, current, future information - that shapes approach to JSNA work activity						
139	Place based budgets						
140	Consider information requirements of this future process to ensure that JSNA plays pivotal role in understanding needs ahead of partners making collective provision decisions						
141	Culture & Intelligence						
142	Direction & Vision (stage 3)						
143	Business planning and commissioning alignment						
144	Align reviews and refreshes to partner business planning season - this would act as a business planning process for JSNA - providing priorities for partners and commissioning leads to act upon						
145	Joint Intelligence						
146	Support DASS in terms of Outcomes Framework, Data Capture & Reporting (Link to HSM Intell Workplan)						
147	Over period of JSNA - work towards a data, intelligence and analysis process that is collaborative and assigns resources accordingly						
148	Our JSNA						
149	One assessment process - Partners to have now taken ownership of process - content - methods and assessment						
150	Engagement (stage 3)						
151	Collective & continuous engagement						
152	Work with range of colleagues to ensure the JSNA has embedded process that includes range of colleagues, partners, organisations and communities - so ensuring best information, best analysis and best application to understand current and future priorities						