

Living Lerwick Renewal Ballot - Timeline

Key Dates		Deadline	Done
	Directors Meeting - agree to begin Renewal process	14th September	✓
	Establish small Directors working group for monthly meetings on progress (increase frequency later)	14th September	✓
	Start preliminary discussions with the local authority (LA) on baseline service statements, securing ballot date, procedures etc.	15th Sept - 15th March	In progress
	Member Questionnaire to be sent to gather data for Business Plan priorities	Friday 19th February	✓
	Renewal Launch Event - Short Presentation and Q&A session for members	Tuesday 23rd Feb	✓
	Final date for return of Questionnaires - Directors and Project Staff to begin calling and following up from 2 weeks (5th March)	Friday 12th March	✓
154 Days	Final day for notice of intention to put BID Proposals to Ballot	Thursday 18th March	✓
126 days	Submission of draft BID Proposal to Scotland's Improvement Districts (SIDs). (with evidence clearly demonstrating a positive result can be achieved)	Thursday 15th April	✓
	SID's to consider proposal documents and revert with amendments and advice	16th April to 10th May	✓
98 Days	Submission of final BID proposal and all relevant documents to SIC, Scottish Government and SIDs	Thursday 13th May	✓
	Time for comment and feedback on BID proposal - 28 days for SIC to decide whether or not to veto BID Proposal	14th May - 10th June	
70 days	SIC to approve BID proposal at Development Committee (committee meets 1st June)	Friday 4th June	
	Print and distribute business plan - after approval from SIC	Thursday 10th June	
56 days	Formal request to SIC to hold ballot	Thursday 24th June	
	Campaigning and comms with members	24th June - 18th August	
42 Days	Issue of ballot papers to members	Thursday 8th July	
	Continued engagement and communication with Members		
0 days	BALLOT DAY (5pm)	Thursday 19th August	
	Declaration of ballot result (within 7 days, but usually day after ballot day)	Friday 20th August	

Renewal Date - if ballot successful

1st September 2021