

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