

Ballot Timetable – Living Lerwick, August 2026

The Business Improvement Districts (Scotland) Regulations 2007

Item	B-n	Procedure	Time	Date
1	B-196	Last day for notice of intention to put BID proposals to ballot to the billing body and Scottish Ministers	Regulation 4 At least 196 days before the date of ballot in accordance with regulation 4.	By – 05/02/2026
2	B-126	BID Review by Scotland’s Improvement Districts (SIDs).	BID proposals reviewed and agreement reached as to whether a positive ballot result is achievable. If not achievable, then the BID should not go to ballot.	By – 16/04/2026
3	B-98	Last day for the submission of the BID proposal to the local authority, billing body and Scottish Ministers.	Regulation 5 (2) (a) (i) This would give the local authority at least 28 days to consider proposals before deciding whether to exercise their veto 70 days before the day of ballot.	By – 01/05/2026 (to fit SIC Meeting schedule)
4	B-98	At least 98 days after item 1 the BID Proposer requests local authority to instruct ballot holder to hold ballot.	Regulation 5 (2) (a) (ii) and (b)	By – 01/05/2026
5	B- 70	Local authority to confirm, to the BID proposers and Scottish Ministers if it is or is not vetoing the BID proposals.	Regulation 14 (1) For the purposes of section 42(2) of the 2006 Act, the prescribed period is 70 days prior to the day of the ballot.	By – 11 th June SIC Meeting 20 th May
6	B-56 B-42	The local authority instructs the ballot holder to hold BID ballot. Ballot holder puts in place arrangements to hold BID ballot.	Regulation 6 To allow time to put in place ballot arrangements, before issuing ballot papers (at least 42 days before day of ballot), it is recommended that the instruction should be made at least 56 days before the ballot date. Regulation 8 and Schedule 2 <u>On receiving instruction under Regulation 6 to hold ballot</u> the ballot holder puts in place the <u>formal arrangements</u> to hold ballot, including: - Securing the ballot date, publishing notice of ballot, and preparing list of persons entitled to vote.	By – 25/06/2026 By – 09/07/2026

7	B-42	<p>Publication of notice of ballot (by ballot holder).</p> <p>Issue of ballot papers.</p> <p>Spoilt ballot papers.</p>	<p>Schedule 2, para. 3a The ballot holder shall at least 42 days before the day of ballot, publish the notice of ballot.</p> <p>Schedule 2, para. 3 42 days before ballot date.</p> <p>Schedule 2, para. 11 Spoilt ballot papers may be replaced at any time from the issue of ballot papers.</p>	<p>By – 09/07/2026</p> <p>(will be done by 18/06)</p> <p>By – 09/07/2026</p> <p>From – 09/07/2026</p>
8	B-42	Last day for postponing the day of the ballot by up to 15 days.	Schedule 2, para. 2 (2) - No later than 42 days before the day of the ballot, the ballot holder may postpone the day of the ballot by up to 15 working days.	By 5pm – 09/07/2026
9	B-10	Last day for the appointment of a proxy.	Schedule 2, para. 5 (5) An application to appoint a proxy shall be refused for the purposes of a particular ballot if the ballot holder receives it after 5 p.m. on the tenth day before the day of the ballot.	By 5pm – 10/08/2026
10	B-7	First day for the request for issue of replacement of LOST ballot paper.	Schedule 2, para. 12 Where a voter has not received their ballot paper by the seventh working day before the day of the ballot, that voter may apply (whether or not in person) to the ballot holder for a replacement ballot paper.	From – 13/08/2026
11	B-5	Last day for cancellation of proxy.	Schedule 2, para. 5 (10) A notice under sub- paragraph (9) by a person entitled to vote cancelling a proxy’s appointment shall be disregarded for the purposes of a ballot if the ballot holder receives it after 5 p.m. on the fifth day before the date of the poll at that election.	By 5pm – 15/08/2026
12	B-0	Ballot Day	Schedule 2, para. 2 N.B. The time-period in which a ballot can be secured in relation to the date the ballot holder published the “notice of ballot is detailed under Schedule 2, paragraph 2 – (1) (c) “at least 42 days after, but no more than 90 days after, the date on which the ballot holder	By 5pm – 20/08/2026

			published the notice required by paragraph 3 (a).” (See also Item 7).	
13	B+1	The Count	<p>Schedule 2, paras. 14-16</p> <p>As soon as practicable after the day of the ballot, the ballot holder shall make arrangements for counting the votes cast on such of the ballot papers as have been duly returned (in accordance with paragraph 13) and record the number counted.</p>	By – 21/08/2026
14	B+1 B+8	Declaration of results.	<p>Schedule 2, para 17</p> <p>(2) The ballot holder, having made the certification under subparagraph (1) Shall:</p> <p>(a) forthwith make a declaration of the matters so certified; and</p> <p>(b) Give public notice of the matters so certified as soon as practicable and within 7 days after the counting of the votes.</p>	<p>From – 21/08/2026</p> <p>By – 28/08/2026</p>