

## 2018 Review: Outline Project Plan

### For discussion

1. An updated version of the outline project plan is attached at Appendix A. This includes the meeting dates agreed for the remainder of this year.
2. The Secretariat is working on a more detailed plan for day to day project delivery purposes.
3. The Commission is invited to consider the outline plan and suggest any amendments or additions.

Secretariat  
April 2016

## 2018 Review of UK Parliament constituencies Project Plan

### Assumptions:

- review to commence in February 2016
- maximum 2 rounds of consultation only
- Commission meetings can be scheduled to fit, and do not introduce any delays

No	Task	Estimated Duration	Start	Finish	Notes
1.1	Announcement of review	1 day		24 February 2016	<b>BCS mtg: 15 Feb</b>
1.2	Publish Policies and Procedures Booklet	1 day		May/June 2016?	To be confirmed once Booklet finalised BCS mtg: 18 April
1.3	Meet political parties	1 day		16 May 2016 (pm)	SP elections 5May 2016 <b>BCS mtg:16 May (am)</b>
2.1	Develop Initial Proposals	24 weeks	April 2016	September 2016	<b>BCS mtgs: 13 June; 18 July; 8 August; 5 September</b>
2.2	Prepare materials for publication	10 weeks	July 2016	Sep 2016	Pol. party confs mid Sep - mid Oct
2.3	Prepare for public hearings and publicity for these	1 week	August 2016	August 2016	Aim to publicise no later than start of statutory consultation
3.1	Publication of Initial Proposals	1 day		Sep/Oct 2016	Coordinate with other UK Commissions? Await portal operational date. <b>BCS mtg: 3 October</b>
3.2	Statutory Consultation	12 weeks	Sep/Oct 2016	Dec/Jan 2017	5 public hearings to be held in weeks 5-10 <b>BCS mtgs: 7 November ; 12 December</b>
3.3	Report to Speaker	1 day		Jan 2017	Progress report required under s.3(2B) of the Parliamentary Constituencies Act 1986

BCS 2016/09 Appendix A

No	Task	Estimated Duration	Start	Finish	Notes
3.4	Collation of representations	6 weeks	Jan 2017	Feb 2017	
3.5	Publication of representations for scrutiny (statutory consultation)	4 weeks	Mar/April 2017	Mar/April 2017	
4.1	Consider representations and develop discussion papers	10 weeks	April 2017	June/July 2017	Easter 16 April 2017 Local Government elections May 2017
4.2	Develop and agree Revised Proposals	10 weeks	April 2017	Jul 2017	
4.3	Prepare material for publication	8 weeks	Mid-Jun 2017	Aug 2017	
5.1	Publication of Revised Proposals	1 day		mid Sep 2017	
5.2	Statutory Consultation	8 weeks	mid Sep 2017	mid Nov 2017	Pol. party confs. mid Sept - mid Oct
5.3	Collation of representations	6 weeks	mid Nov 2017	Jan 2018	
5.4	Report to Speaker	1 day		Jan 2018	
6.1	Consider representations and develop discussion papers	10 weeks			
6.2	Develop and agree Final Recommendations	10 weeks	...		Easter 1 April 2018
7.1	Write and revise body chapters	12 weeks			
7.2	Draft initial area chapter	5 weeks			
7.3	Write and revise area chapters	26 weeks			
7.4	Prepare data for report	13 weeks			
7.5	Prepare maps for report	11 weeks			
7.6	Design report	13 weeks			
7.7	Proof and print report	4 weeks			
8.1	Prepare material for website	13 weeks			
8.2	Prepare distribution material	13 weeks			

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No	Task	Estimated Duration	Start	Finish	Notes
9.1	Report to Secretary of State	1 day		Before 1 October 2018	Pol. party confs. mid Sept - mid Oct
9.2	Publish and distribute	1 day			
9.3	Support Scotland Office on SI	10 weeks			