

2018 Review - Project Plan

Action required

1. The Commission is invited to consider the updated project plan for 2017 which appears at Appendix A, and the draft meeting schedule at Appendix B.

Discussion

2. The project plan sets out key stages of work to be undertaken in 2017.
3. The launch of the secondary consultation has been agreed for 28 February, the same date as the English and Welsh boundary commissions.
4. The Secretariat is consulting with the other UK boundary commissions' secretariats on the timing of the consultation on revised proposals: initial feedback suggests that Wales and Ireland are looking at mid-September to October and we are awaiting a response from the English Commission. The advantage of coordinating with the other Commissions is that publicity is likely to be maximised; however, the key factor will be progress with development of revised proposals.
5. The meeting schedule proposes monthly meetings and gives a general indication of what might be covered at each. Depending on progress, the Commission may not require all these meetings but it seems prudent to schedule them now. It would be helpful if the Commission could agree a preferred day for meetings. The Secretariat will then canvass dates.

Conclusion

6. The Commission is invited to provide any comments on the project plan for 2017 and the associated meeting schedule.

Secretariat
February 2017

2018 Review of UK Parliament constituencies Outline Project Plan for 2017

No	Task	Start	Finish	Notes
1.1	Announcement of review		24 February 2016	BCS mtg: 15 Feb
1.2	Publish Policies and Procedures Booklet		October 2016	
1.3	Meet political parties		16 May 2016 (pm)	SP elections 5May 2016 BCS mtg:16 May (am)
2.1	Develop Initial Proposals	April 2016	October 2016	BCS mtgs: 13 June; 18 July; 5 August; 5 September; 3 October
2.2	Prepare materials for publication	July 2016	October 2016	Political party conferences mid Sep - mid Oct
2.3	Prepare for public hearings and publicity for these	August 2016	August 2016	
3.1	Publication of Initial Proposals		20 October 2016	Other Commissions likely to commence in September. Portal go-live September.
3.2	Statutory Consultation	20 October	11 January 2017	5 public hearings to be held in weeks 5-10 (w/b 21 November to w/b 26 December) BCS mtgs: 7 November ; 12 December
3.3	Report to Speaker		Jan 2017	Progress report required under s.3(2B) of the Parliamentary Constituencies Act 1986
3.4	Collation of representations	11 Jan 2017	Feb 2017	
3.5	Publication of representations for scrutiny (statutory consultation)	28 Feb 2017 (4 weeks)	27 Mar 2017	
4.1	Consider representations and develop discussion papers	April 2017	June/July 2017	Easter 16 April 2017 Local Government elections May 2017
4.2	Develop and agree Revised Proposals	April 2017	Jul 2017	

No	Task	Start	Finish	Notes
4.3	Prepare materials for publication	Mid-Jun 2017	Aug 2017	
5.1	Publication of Revised Proposals		mid Sep 2017	
5.2	Statutory Consultation	mid Sep 2017 (8 weeks)	mid Nov 2017	Pol. party confs. mid Sept - mid Oct
5.3	Collation of representations	mid Nov 2017	Jan 2018	
5.4	Report to Speaker		Jan 2018	
6.1	Consider representations and develop discussion papers	Nov 2017	January 2017	
6.2	Develop and agree Final Recommendations	Nov 2017	March 2018	Easter 1 April 2018
7.1	Preparation of report to Secretary of State	February 2018		Need to consider format/structure of report
8.1	Report to Secretary of State		Before 1 October 2018	Pol. party confs. mid Sept - mid Oct
9.1	Publish and distribute			

Boundary Commission for Scotland
Schedule of meetings 2017-18

date	agenda
27 February	<ul style="list-style-type: none"> • Finance update/risk management • Corporate plan • Memorandum of understanding • 2018 Review: project plan and risk register • 2018 Review: update on initial consultation and preparations for secondary consultation <ul style="list-style-type: none"> ○ Communications plan ○ News release
March	
April	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: summary of responses to consultation • 2018 Review: alternative groupings #1
May	<ul style="list-style-type: none"> • Finance update/risk management • Annual report • 2018 Review: alternative groupings #2
June	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: revised proposals #1
July	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: agree revised proposals #2 <ul style="list-style-type: none"> ○ Summary of proposals ○ Names and designations
August	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: agree revised proposals #3 <ul style="list-style-type: none"> ○ Summary of proposals ○ Names and designations
September	<ul style="list-style-type: none"> • Finance update/risk management • 2018 meeting dates • 2018 Review: consider consultation documents <ul style="list-style-type: none"> ○ Communications plan; ○ News release; ○ Revised proposals booklet; ○ Poster; • 2018 Review: update on preparations for RP consultation
October	<ul style="list-style-type: none"> • Finance update/risk management • UK Commissions' meeting; • 2018 Review: structure of final report
November	<ul style="list-style-type: none"> • Finance update/risk management • Corporate plan • 2018 Review: final report drafting and maps • 2018 Review: update on RP consultation
December	<ul style="list-style-type: none"> • Finance update/risk management • Corporate plan • 2018 Review: final report drafting and maps • 2018 Review: Report to Speaker • 2018 Review: agree final recommendations #1
January	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: agree final recommendations #2
February	<ul style="list-style-type: none"> • Finance update/risk management • 2018 Review: agree final recommendations #3 • 2018 Review: Final report #1
March	<ul style="list-style-type: none"> • Finance update

	<ul style="list-style-type: none">• 2018 Review: agree final recommendations #4• 2018 Review: Final report #2
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