

Second Review of Scottish Parliament Boundaries Project Plan

For discussion

1. The Commission considered a project plan for the Second Review of Scottish Parliament Boundaries at its April 2022 and October 2022 meetings. An updated project plan was requested at the May 2024 meeting.
2. This plan has been updated as follows: -
 - (a) Completed actions changed to pale grey text.
 - (b) Divided into three workstreams (i) constituency (ii) regions and (iii) final reporting.
3. Attached is a forward planner setting out the likely dates for Commission meetings and what will be discussed at each meeting.

Conclusion

4. The Commission is invited to consider the revised project plan and offer any comments.

Secretariat
June 2024

Second Review of Scottish Parliament Boundaries Project Plan

No	Task	Duration	Start	Finish	Notes	External events and pressures
1.1	Announcement of review	1 day	September 2022		Complete - announced 1 September 2022	
1.2	Pre-consultation engagement	8 weeks	6 October 2022	1 December 2022	Complete	BCS 2023 Review final consultation 8 November to 5 December 2022, after which final proposals need to be developed and agreed and report prepared.
Constituencies						
2.1	Development of Provisional Proposals for constituencies	16 weeks	10 October 2022	30 Jan 2023	Complete	Recess 8 - 23 October and 24 December 2022 - 8 January 2023.
2.2	Prepare materials for publication	8 weeks	30 Jan 2023	31 March 2023	Complete	Recess - 11 to 19 February 2023
3.1	Publication of Provisional Proposals	1 day	18 April 2023		Complete - 17 May 2023	
3.2	Statutory Consultation	1 month	18 April 2023	18 May 2023	Complete - 27 May 2023 - 16 June 2023	Easter Sunday 9 April Recess 1-16 April New Chair and Commissioner appointed end May
3.3	Consider representations	11 weeks	18 May 2023	3 August 2023	Complete	BCS 2023 Review report to be submitted before 1 July. Recess - 1 July to 27 August 2023
4.1	Prepare materials for Local Inquiries				Complete	
4.2	Arrange Local Inquiries	8 weeks			Complete	
4.3	Publicise Local Inquiries				Complete - 15 November 2023	
4.4	Conduct Local Inquiries	10 weeks	14 Sep 2023	23 Nov 2023	Complete - Dec 2023/Jan 2024	Recess 7 to 22 October 2023
4.5	Receive Inquiry reports	4 weeks	23 Nov 2023	23 Dec 2023	Complete	
5.1	Modifications to proposals with no Inquiries	8 weeks	1 Dec 2023	26 Jan 2024	Complete	Recess 23 December 2023 to 7 January 2024
5.2	Consider Inquiry Reports and Revised Recommendations	10 weeks	02 Jan 2024	9 March 2024	Complete	
5.3	Prepare Revised Recommendations for publication	10 weeks	9 March 2024	14 May 2024	Complete	Easter Sunday 31 March Possible UK General Election May 2024
5.4	Publish Revised Recommendations for constituencies	1 day		16 April 2024	Complete - RR for constituencies published 16 April	
6.1	Statutory Consultation	1 month	16 April 2024	15 May 2024	Complete RR for constituencies - 16 April - 15 May 2024	
6.2	Collation of representations	4 weeks	16 May 2024	12 June 2024	Complete	
7.1	Assessment of need for Inquiries	4 weeks	16 May 2024	19 June 2024	May - June 2024 Agreed Falkirk LI via email BS meeting 19 June 2024	
7.2	Prepare materials for Local Inquiries	6 weeks	May 2024 - 31 July 2024	31 July 2024		Pre-election period - no publication until after 4 July 2024 Parliament recess 29 June to 1 September
7.3	Publicise Local Inquiries	1 day	Early August 2024		25 July 2024	

No	Task	Duration	Start	Finish	Notes	External events and pressures
7.4	Conduct Local Inquiries	4 weeks	Early September 2024	Early October 2024	One local inquiry on 22 August 2024	
7.5	Receive Local Inquiry report	3 weeks	23 August 2024	13 September 2024		Parliament recess - 12 Oct - 27 Oct
7.6	Consider Inquiry reports and decide further recommendations (if required)	1 weeks	13 Sept	20 Sept	BS Meeting - w/b 23 September - Commission meeting	
8.1	Prepare Further Recommendations for constituencies	1 week	20 Sept	27 Sept	If further recommendations stage not required, final recommendations by end November 2024	QUESTION - are these timescales achievable if do most of consultation prep from mid July - mid Sept?
8.2	Distribute material for constituency Further Recommendations	2 weeks	Mid Dec 2024	End Dec 2024		
8.3	Consult on constituencies Further Recommendations	1 month	30 Sept	25 October 2024		
8.4	Prepare final recommendations for constituencies	3 weeks	6 Feb 2025	End Feb 2025		
REGIONS						
7.4	Development of Provisional Proposals for regions	3 weeks	May 2024	16 July 2024	BS 23 July 2024 meeting (also consider names for constituencies and regions)	
	Prepare materials for publication	4 weeks	17 July 2024	14 August 2024		Summer holiday period
	Statutory Consultation	4 weeks	14 August 2024	11 September 2024		
	Collations of representations	1 week	12 September 2024	19 September 2024		
	Assessment of Need for Local Inquiries	1 week	19 Sept 2024	26 Sept 2024	BS September meeting	
10.1	Prepare materials for Region Local Inquiries	3 weeks	26 Sept 2024	16 Oct 2024		
10.4	Publicise Regions Local Inquiries	2 weeks	17 Oct 2024	31 Oct 2024		
12.1	Conduct Local Inquiry	1 week	31 Oct 2024	8 Nov 2025		October holiday period
12.2	Receive Inquiry report	4 weeks	8 Nov 2024	5 Dec 2025		
13.1	Consider Inquiry Report and agree revised recommendations for regions	3 weeks (incl Xmas period)	6 Dec 2025	6 Jan 2025	BS December meeting If revised recommendations stage not required, final recommendations by end December 2025	Christmas period
13.2	Prepare revised recommendations for publication	2 weeks	6 Jan 2025	20 Jan 2025		
13.3	Consult on Revised Recommendations for regions	1 month	20 Jan 2025	19 Feb 2025		
13.4	Prepare final recommendations for regions	2 weeks	19 Feb 2025	4 Mar 2025		

<https://www.parliament.scot/about/how-parliament-works/recess-dates>

Standing Items	
Matters Arising Business Update Electoral Reform	
Interim via email (w/c 20 May)	
Second Review	Request for local inquiries
19 June 2024	
Second Review	Islands Assessment
	Updated Project Plan
	Summary of consultation responses on Revised Proposals
	Constituencies: consider consultation responses for: - Edinburgh and East Lothian Glasgow etc Argyll and Bute etc Fife Highlands Dundee City Dumfries and Galloway Clackmannanshire and Stirling Perth and Kinross Midlothian and Scottish Borders Aberdeen etc East Ayrshire, North Ayrshire and South Ayrshire
	Request for Interim Review
Governance	Finance Update
23 July 2024	
Second Review	Regions - agree provisional proposals
	Constituencies: consider consultation responses - any further analysis Agree constituency names
Governance	Risk Register Annual Report Corporate Plan Finance Update
End of September 2024	
Second Review	Regions: consider consultation responses
	Constituencies: consider local inquiry reports (depending on timing and number of local inquiries)
Governance	Finance Update
November 2024	
Second Review	Constituencies: consider local inquiry reports (depending on timing and number of local inquiries)
Governance	Risk Register Finance Update
December 2024	
Second Review	Regions: consider local inquiry report/agree revised recommendations
Governance	Finance Update