

Statutory Consultation Timeline for Enhanced Support Base – Harestanes

| Task Name | Start | Description | Time Requirements |
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| Consultation Launch | 22nd October 2018 | Publish the proposal paper: Distribute consultation papers / invite responses / launch on website | None |
| Consultation response period (including public meeting) | 22 nd October 2018 – 30 th November 2018 | A period for stakeholders to submit responses to the consultation, and to make representation to the council on the issues that affect them. These representations should be responded to, describing how issues raised have been or will be dealt with. At least one public meeting should be held in this time period. | 6 Weeks or 30 schools days (minimum) |
| Public meeting date | Tuesday 6 th November 2018 at 6:00pm | A public meeting should be held within the school / area involved. This allows members of the public to put questions and representations to officers. These will be recorded as representations under the consultation. | Within above timescale |
| Council produce report for Education Scotland | Within above timescale | The Council should produce a report for Education Scotland taking into account representations and responses. Copies of all representations and responses should be provided to Education Scotland. | None |
| Education Scotland to prepare report for EDC | 10 th December 2018 – 21 st December 2018 (as agreed with Education | Education Scotland take receipt of all representations and responses received in response to the consultation. They make a visit to the school / | 3 Weeks (maximum) from the date they receive a copy of the Council report) |

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| (may include a school visit) | Scotland on 8 th October 2018) | area involved and following this will develop a report which they will send to EDC. | |
| Council develop consultation report | 3 rd January 2019 – 11 th January 2019 | <p>Taking account of representations received and the Education Scotland report, the proposal is reviewed, and a consultation report is published. This report should contain:</p> <ul style="list-style-type: none"> • the number of written representations received; • a summary of the written and oral representations made and the authority's response to those representations; • the full text of the Education Scotland report; and • a statement explaining how the Council has reviewed the proposal in light of the representations and Education Scotland report. | None |
| Council publish consultation report / plus Further consideration period | 14 th January 2019 | Following publication of the consultation report, the Council must allow time for the public and elected members to consider the consultation report, before making any decision. | 3 Weeks (minimum) |

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| EDC produce Committee Report on proposal | Within the above timescale | EDC to produce committee report in time for Council meeting to make a decision on the proposal. | Within the above timescale |
| Council Decision Proposal to be considered at Education Committee | 7 th February 2019 | Council meets to make a decision on whether to proceed or not with the proposal, based on the consultation report and any revisions. | None |