

Timeline for Governance Changes

Event	Projected Delivery date	Action by	Date Delivered
Changes approved by Trustees	15 December 2011	Trustees	
Lodge timetable with OSCR	22 December 2011	Chair/General Manager	
Timetable approved	13 January 2012	OSCR/Chair/General Manager	
Draft application for re-organisation scheme and draft newspaper notice	13 January 2012	Turcan Connell	
Finalise and lodge application including newspaper notice with OSCR	27 January 2012	General Manager / Turcan Connell	
Acknowledgement of Application	10 February 2012	OSCR	
Draft notice for OSCR website	Unknown 24 February 2012	OSCR	
Publish notice on OSCR website	2 March 2012	OSCR	
Publish notice in newspaper and on SCT's website	16 March 2012 ⁱ	GM	
End of Period of Notice (at least 28 days at most 42 days);	13 April 2012 ⁱⁱ		
End of period of objection (14 days)	27 April 2012		
Invite new Councillor trustees to accept office under the existing Trust Deed, with existing two ex officio Trustees	May 2012	General Manager	
Decision (up to 6 months thereafter)	27th October, 2012 ⁱⁱⁱ	OSCR	
Copy of decision to SCT	1 November 2012	OSCR	
Adopt revised Trust Deed / Deed of Conveyance	15 November 2012	Trustees	

Selection Process to run concurrently with OSCR process			
Provisionally engage a suitable specialist firm to administer the initial phase of the selection process to start work immediately after OSCR decision <ul style="list-style-type: none"> • Draw up requirements • Advertise for expressions of interest • Evaluate responses • 	2nd March – 3rd May 2012	General Manager	
Appoint firm In consultation with firm above: <ul style="list-style-type: none"> • Compile person specification and role description, based on the Trust's Objects and key objectives • 	30th July 2012	General Manager / Consultants	
Appoint Selection committee <ul style="list-style-type: none"> • Approach suitable candidate for chair • Agree two trustees to sit on the panel 	30th August 2012 (dependent on timing of receipt of OSCR's approval of Reorganisation Scheme)	General Manager / Consultant	
<ul style="list-style-type: none"> • Advertise for suitable candidates, as widely as possible in the local media • Shortlist applicants Conduct interviews	1 November 2012 (dependent on timing of receipt of OSCR's approval of Reorganisation Scheme)	Selection Committee	
Present list of candidates to Trustees for approval	13th December 2012	General Manager	

Note – some of these actions can run concurrently

ⁱ Newspaper notice must be published within the first 14 days of the publication period.

ⁱⁱ This date assumes that OSCR will require the maximum period of 42 days.

ⁱⁱⁱ OSCR to confirm likely timetable. OSCR must make a decision within 6 months of the latest date for receipt of objections and must consider all notices of objections.