

**PARTNERSHIP AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL  
WORKPLAN – WORKING COPY**

	<b>Agenda Item</b>	<b>Lead Officer</b>	<b>P&amp;R PDSP Date / Month</b>
1.	Code of Conduct Annual Report	Chief Executive	Annually December 2019
2.	Lothian Valuation Joint Board Annual Report	Chief Executive	Annually 5 April 2019
3.	West Lothian Development Trust Annual Report	Head of Planning, Economic Development & Regeneration	Annually 5 April 2019
4.	Annual Complaints Report	Depute Chief Executive, Corporate, Operational and Housing Services	Annually August 2019
5.	Quarterly Performance Report	Depute Chief Executive, Corporate, Operational and Housing Services	Quarterly 1 February 2019 7 June 2019 October 2019 December 2019
6.	Quarterly Welfare Reform update	Head of Finance and Property Services	Quarterly 1 February 2019 7 June 2019 August 2019 December 2019
7.	Quarterly Sickness Absence Update	Head of Corporate Services	Quarterly 1 February 2019 7 June 2019 August 2019 December 2019
8.	Horizon Scan Report	Head of Finance and Property Services	Quarterly 1 February 2019 7 June 2019 August 2019 December 2019
9.	Polling Scheme Review	Chief Executive	5 April 2019
10.	Commercial Property Performance and Rent Strategy	Head of Finance and Property Services	7 June 2019
11.	Lothian Valuation Joint Board minutes	Chief Executive	As available

**Graham Hope**  
**Chief Executive**

**DATA LABEL: PUBLIC**