

**PARTNERSHIP AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL
WORKPLAN TO 3 APRIL 2020**

	Agenda Item	Lead Officer	P&R PDSP Date / Month
1.	Code of Conduct Annual Report	Chief Executive	Annually December 2020
2.	Lothian Valuation Joint Board Annual Report	Chief Executive	Annually 3 April 2020
3.	West Lothian Development Trust Annual Report	Head of Planning, Economic Development & Regeneration	Annually 3 April 2020
4.	Annual Complaints Report	Depute Chief Executive, Corporate, Operational and Housing Services	Annually August 2020
5.	Social Security, Benefits and Welfare Reform update	Head of Finance and Property Services	Bi-annually 5 June 2020 December 2020
6.	Quarterly Performance Report	Depute Chief Executive, Corporate, Operational and Housing Services	Quarterly 5 June 2020 August 2020 December 2020 February 2021
7.	Horizon Scan Report	Head of Finance and Property Services	Quarterly 5 June 2020 August 2020 December 2020 February 2021
8.	Quarterly Sickness Absence Update	Head of Corporate Services	Quarterly 5 June 2020 August 2020 December 2020 February 2021
9.	Review of Decision Making Arrangements	Chief Executive	3 April 2020
10.	Draft funding conditions for the award of capital grants to community groups	Head of Finance and Property Services	3 April 2020
11.	Review of the Community Council Scheme	Head of Corporate Services	5 June 2020

DATA LABEL: PUBLIC

	Agenda Item	Lead Officer	P&R PDSP Date / Month
12.	Review of the Community Council Scheme	Head of Corporate Services	September / October 2020
13.	Review of the Community Council Scheme	Head of Corporate Services	January / February 2021
14.	Lothian Valuation Joint Board minutes	Chief Executive	As available

Graham Hope
Chief Executive