

**PARTNERSHIP AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL
WORKPLAN – TO 20 AUGUST 2021**

	Agenda Item	Lead Officer	P&R PDSP Date / Month
1.	Code of Conduct Annual Report	Chief Executive	Annually 3 December 2021
2.	Lothian Valuation Joint Board Annual Report	Chief Executive	Annually 22 April 2022
3.	West Lothian Development Trust Annual Report	Head of Planning, Economic Development & Regeneration	Annually 3 June 2022
4.	Annual Complaints Report	Depute Chief Executive, Corporate, Operational and Housing Services	Annually 20 August 2021
5.	Quarterly Performance Report	Depute Chief Executive, Corporate, Operational and Housing Services	Quarterly 20 August 2021 3 December 2021 22 April 2022 3 June 2022
6.	Horizon Scan Report	Head of Finance and Property Services	Quarterly 20 August 2021 3 December 2021 4 February 2022 3 June 2022
7.	Quarterly Sickness Absence Update	Head of Corporate Services	Quarterly 20 August 2021 3 December 2021 4 February 2022 3 June 2022
8.	Social Security Benefits and Welfare Reform	Head of Finance and Property Services	Biannually 20 August 2021 4 February 2022

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	Agenda Item	Lead Officer	P&R PDSP Date / Month
9.	Fire Safety, Asbestos and Legionella Policies and Risk Management Plans	Head of Finance and Property Services	20 August 2021
10.	Draft funding conditions for the award of capital grants to community groups	Head of Finance and Property Services	20 August 2021
11.	TNRP Policies and Practices	Head of Finance and Property Services	20 August 2021
12.	Lothian Valuation Joint Board minutes	Chief Executive	As available

Graham Hope
Chief Executive