PARTNERSHIP AND RESOURCES POLICY DEVELOPMENT AND SCRUTINY PANEL WORKPLAN TO 2 MAY 2025

	Agenda Item	Lead Officer	P&R PDSP Date / Month
1.	Annual SPSO Report	Chief Executive	Annually December 2025
2.	Property Asset Management – Performance Update	Head of Finance and Property Services	Annually December 2025
3.	ICT Asset Management Plan – Annual Review	Head of Corporate Services	Annually December 2025
4.	Corporate Asset Management Strategy – Annual Update	Head of Finance and Property Services	Annually December 2025
5.	Lothian Valuation Joint Board Annual Report	Chief Executive	Annually December 2025
6.	Annual Complaint Performance Report	Depute Chief Executive, Corporate, Operational and Housing Services	Annually August 2025
7.	Service Improvement Plans: • Finance & Property • Corporate Services • Customer Service (HCBS)	Heads of Service	Annually 20 June 2025
8.	Update on approach to enhancing support for customers in relation to corporate debts due to the council	Head of Finance and Property Services	Annually December 2025
9.	Social Security Benefits and Welfare Reform	Head of Finance and Property Services	Biannually 2 May 2025 October 2025
10.	Financial Performance Report	Head of Finance and Property Services	Biannually August 2025 December 2025
11.	Library and Museum 6 Monthly Performance Report	Head of Housing, Customer and Building Services	Biannually 20 June 2025 December 2025
12.	Quarterly Performance Report	Depute Chief Executive, Corporate, Operational and Housing Services	Quarterly 21 February 2025 20 June 2025 October 2025 December 2025
13.	Horizon Scan Report	Head of Finance and Property Services	Quarterly 2 May 2025 20 June 2025 August 2025 December 2025

DATA LABEL: PUBLIC

	Agenda Item	Lead Officer	P&R PDSP Date / Month
14.	Quarterly Sickness Absence Update	Head of Corporate Services	Quarterly 21 February 2025 2 May 2025 August 2025 December 2025
15.	Review of the Community Council Scheme	Head of Corporate Services	Every 4 years 2 May 2025 May 2029
16.	Museum Learning and Access Policy	Head of Housing, Customer and Building Services	Every 5 years January 2027
17.	Museum Collections Development Policy	Head of Housing, Customer and Building Services	Every 5 years September 2027
18.	Museum Documentation Policy	Head of Housing, Customer and Building Services	Every 5 years April 2029
19.	Museum Collections Care and Conservation Policy	Head of Housing, Customer and Building Services	Every 5 years April 2029
20.	The Museum Forward Plan	Head of Housing, Customer and Building Services	Every 3 years April 2027
21.	Gaelic Language Plan Annual Review	Head of Corporate Services	2 May 2025
22.	Lothian Valuation Joint Board minutes (for information only)	Chief Executive	As available

Graham Hope
Chief Executive