



Trading Standards Joint Advisory Board
26 March 2015

Report from the Head of Regulatory Services

For information

Wards Affected:
ALL

Trading Standards Joint Advisory Board meeting forward plan

1 SUMMARY

- 1.1 This report provides Members with information concerning forthcoming Joint Advisory Board meetings and the planned programme of reports to the Board.

2 RECOMMENDATIONS

- 2.1 That Members consider the report and comment where appropriate.

3 DETAILS

- 3.1 The Joint Advisory Board (JAB) is established through the Agreement establishing and governing the Consortium. The powers and responsibilities given to the JAB by that Agreement are:

“In order to oversee and review the arrangements set out in this agreement the *Joint Advisory Board* will:

- (a) consider the operation, extent and management of the Trading Standards service;
- (b) consider the annual report of the Head of Service, subject to prior discussion and agreement by Commissioning Officers for Brent and Harrow;
- (c) consider the report on budget options for the following year mentioned in Sub-Clause 23.3 and make any recommendations relating to that report for consideration by whoever is authorised to make budget decisions by each respective council’s constitution

- (d) consider management reports concerning complaints from customers about the service;
- (e) receive reports and representations submitted to it by the relevant commissioning officers in Brent and Harrow Council on matters relating to the service; and
- (f) consider and make recommendations on the level of fees and charges to be made to the public in respect of any part of the service, for consideration by whoever is authorised to make fees and charges decisions by each respective council's constitution.

3.2 The Board is required to have a minimum of two meetings a year, with an option to have more if necessary.

3.3 Forthcoming Board meetings and planned reports are set out below:

Board meeting	Planned reports
26 March 2015 (at Brent)	<ul style="list-style-type: none"> • 2015/16 work plan • Revised SLA • Reserves approach • Forward plan report
11 June 2015 (at Harrow)	<ul style="list-style-type: none"> • 2014/15 annual report • Forward plan report
14 January 2016 (at Brent)	<ul style="list-style-type: none"> • 2016/17 fees and charges • 2016/17 budget options • 2017/17 work plan • Forward plan report
Winter 2016 (at Harrow)	<ul style="list-style-type: none"> • 2015/16 annual report • Forward plan report

4 FINANCIAL IMPLICATIONS

4.1 There are no financial considerations arising from this report.

5 STAFF IMPLICATIONS

5.1 None.

6 BACKGROUND INFORMATION

6.1 Any person wishing to obtain more information should contact David Thrale, Head of Service, Regulatory Services, Brent Civic Centre, Engineers Way, Wembley Middlesex HA9 0FJ. Telephone: (020) 8937 5454.

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