

**London Boroughs of Brent & Harrow  
Trading Standards Joint Advisory Board  
18 March 2020  
Report from the Senior Service Manager**

**FOR INFORMATION**

**TRADING STANDARDS WORK PLAN FOR 2020/21**

**1.0 Purpose of the Report**

- 1.1 This report provides Members with information concerning the proposed 2020/21 work plan for Brent & Harrow Trading Standards.

**2.0 Recommendations**

- 2.1 That Joint Advisory Board Members consider the report and make any recommendations or comments where appropriate. Members may wish to suggest any priority areas of work that the Trading Standards Service may wish to consider.

**3.0 Details**

- 3.1 The Service drafts an annual work plan, which proposes the activities to be undertaken and the priority areas of work for the coming financial year. The plan also acts as a guide for the purposes of monitoring performance during this period.
- 3.2 In accordance with paragraph 23.3 of the consortium agreement, there is a requirement for the London Borough of Brent to estimate the number and type of activities that will be undertaken by the Service during the financial year and to present this to the Joint Advisory Board.
- 3.3 A copy of the proposed work plan for the year 2020/21 is attached as an Appendix to this report.

**4.0 Financial Implications**

- 4.1 There are no financial considerations arising from this report as the work plan is drafted in a manner to be achieved within the budget provided for the Service for 2020/21.
- 4.2 This report is written for the purposes of the Joint Advisory Board consideration as if the 2020/21 budget will remain unchanged from the previous year. However, Members should note that we are in the process of reviewing the budget for provision of the service over the coming year following Harrow's request to reduce the level of funding.

- 4.3 Therefore, it is likely a further review of the service work plan will be required once a determination has been made as regards to the level of funding over the coming year.

## **5.0 Legal Implications**

- 5.1 There is no legal implications arising from this report.

## **6.0 Equality Implications**

- 6.1 The proposals in this report have been screened to assess their relevance to equality and were found to have no equality implications.

## **7.0 Consultation with Ward Members and Stakeholders**

- 7.1 There is no requirement to specifically consult Ward Members about this report as it affects all wards across both Boroughs.

## **8.0 Human Resources Implications**

- 8.1 There are no specific staffing implications arising from this report as the work detailed will be carried out by existing employees and will form part of their usual duties as per job descriptions.

## **Contact Officer**

Any person wishing to obtain more information should contact Anu Prashar, Acting Senior Regulatory Service Manager Brent Civic Centre, Engineers Way, Wembley Middlesex HA9 0FJ. Telephone: (020) 8937 5515, [anu.prashar@brent.gov.uk](mailto:anu.prashar@brent.gov.uk)

ANU PRASHAR  
ACTING SENIOR SERVICE MANAGER