

Trading Standards Joint Advisory Board

Wednesday 20 March 2024 at 6.00 pm

To be held as an online virtual meeting

The press and public are welcome to attend this meeting by viewing the live webcast. The link to view the meeting is available [HERE](#)

Membership:

Members	Representing	Alternate Members	Representing
Councillors:		Councillors:	
Patel	Harrow	Blackman	Harrow
Stevenson	Harrow	Greek	Harrow
Suresh	Harrow	Kalu	Harrow
Crabb	Brent	Fraser	Brent
Farah	Brent	Miller	Brent
Kennelly	Brent	Chohan	Brent

For further information contact:

(LB Brent) Abby Shinhmar, Governance Officer Tel: 0208 937 2078: Email: abby.shinhmar@brent.gov.uk

LB Harrow) Rita Magdani, Senior Democratic Services Officer Tel: 07707 138582; Email: rita.magdani@harrow.gov.uk

For electronic copies of agendas please visit:

<https://www.brent.gov.uk/the-council-and-democracy/council-meetings-anddecision->

Notes for Members - Declarations of Interest:

If a Member is aware they have a Disclosable Pecuniary Interest* in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent and must leave the room without participating in discussion of the item.

If a Member is aware they have a Personal Interest** in an item of business, they must declare its existence and nature at the start of the meeting or when it becomes apparent.

If the Personal Interest is also a Prejudicial Interest (i.e. it affects a financial position or relates to determining of any approval, consent, licence, permission, or registration) then (unless an exception at 14(2) of the Members Code applies), after disclosing the interest to the meeting the Member must leave the room without participating in discussion of the item, except that they may first make representations, answer questions or give evidence relating to the matter, provided that the public are allowed to attend the meeting for those purposes.

***Disclosable Pecuniary Interests:**

- (a) **Employment, etc.,** - Any employment, office, trade, profession or vocation carried on for profit gain.
- (b) **Sponsorship** - Any payment or other financial benefit in respect expenses in carrying out duties as a member, or of election; including from a trade union.
- (c) **Contracts** - Any current contract for goods, services or works, between the Councillors or their partner (or a body in which one has a beneficial interest) and the council.
- (d) **Land** - Any beneficial interest in land which is within the council's area.
- (e) **Licences**- Any licence to occupy land in the council's area for a month or longer.
- (f) **Corporate tenancies** - Any tenancy between the council and a body in which the Councillor or their partner have a beneficial interest.
- (g) **Securities** - Any beneficial interest in securities of a body which has a place of business or land in the council's area, if the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body or of any one class of its issued share capital.

****Personal Interests:**

The business relates to or affects:

(a) Anybody of which you are a member or in a position of general control or management, and:

- To which you are appointed by the council;
- which exercises functions of a public nature;
- which is directed is to charitable purposes;
- whose principal purposes include the influence of public opinion or policy (including a political party of trade union).

(b) The interests a of a person from whom you have received gifts or hospitality of at least £50 as a member in the municipal year;

or

A decision in relation to that business might reasonably be regarded as affecting, to a greater extent than the majority of other council tax payers, ratepayers or inhabitants of the electoral ward affected by the decision, the well-being or financial position of:

- You yourself;
- a member of your family or your friend or any person with whom you have a close association or any person or body who employs or has appointed any of these or in whom they have a beneficial interest in a class of securities exceeding the nominal value of £25,000, or any firm in which they are a partner, or any company of which they are a director
- any body of a type described in (a) above.

Agenda

Introductions, if appropriate.

Item	Page
1 Election of Chair	
To be appointed from the London Borough of Brent membership for this meeting.	
2 Apologies for Absence and Clarification of Alternate Members	
3 Declarations of Interests	
Members are invited to declare at this stage of the meeting, any relevant personal or disclosable pecuniary interests in the items on this agenda.	
4 Minutes of the Previous Meeting	1 - 12
To approve the minutes of the previous meeting held on Wednesday 1 November 2023.	
5 Matters Arising	
6 Deputations (if any)	
7 Joint Advisory Board Report on Fees and Charges 2024-25	13 - 18
This report provides Members with information concerning the proposed level of fees and charges to be made by the Brent & Harrow Trading Standards Service during 2024/25.	
8 Joint Advisory Board Work Plan 2024-25	19 - 28
To provide Members with information concerning the proposed 2024/25 work plan for Brent & Harrow Trading Standards.	
9 Date of Future Meetings	
Members are asked to note the schedule of meetings agreed between Brent & Harrow for the 2024-25 Municipal Year:	
<ul style="list-style-type: none">Thursday 6 June 2024 at 6pm to be hosted (online) by the London Borough of Harrow.	

- Wednesday 6 November 2024 at 6pm to be hosted (online) by the London Borough of Brent.
- Wednesday 19 March 2025 at 6pm to be hosted (online) by the London Borough of Harrow.

10 Any Other Urgent Business

Notice of items to be raised under this heading must be given in writing to the Head of Chief Executive and Member Services (London Borough of Brent) or their representative before the meeting in accordance with the constitutions of both councils.