



LONDON BOROUGH OF  
**HARROW**

**MINUTES OF THE TRADING STANDARDS JOINT ADVISORY BOARD**  
**Wednesday 19 March 2025 at 6.00 pm**  
**Held as an online meeting**

**Present:**

<b>Chair:</b>	Councillor Pritesh Patel	– London Borough of Harrow
<b>Councillors:</b>	Norman Stevenson	– London Borough of Harrow
	Krishna Suresh	– London Borough of Harrow
	Stephen Crabb	– London Borough of Brent
	Daniel Kennelly	– London Borough of Brent
	Krupa Sheth	– London Borough of Brent

**1. Election of Chair**

**RESOLVED:** That Councillor Pritesh Patel (London Borough of Harrow) be elected as Chair for the meeting.

**2. Apologies for Absence and Clarification of Alternate Members**

Apologies for lateness were received from Councillor Steve Crabb, who indicated he experienced transport issues and would join the meeting as soon as possible.

**3. Declarations of Interests**

None.

**4. Minutes of Previous Meeting**

**RESOLVED:** That the minutes of the meeting held on 6 November 2024 be taken as read and signed as a correct record, subject to the following Cllr Norman Stevenson had sent apologies and Cllr Nicola Blackman had reserved at that meeting.

**5. Matters Arising**

None.

**6. Deputations (if any)**

No requests for deputations had been submitted for the meeting.

**7. Fees and Charges 2025-26 Report**

The Senior Regulatory Service Manager for Trading Services presented an overview of the report that provided a scheduled update to the Trading Services consortium of the changes that have been made to fees and charges. These changes were passed by full council in Brent in February.

There were three different types of charges that can be set:

- Statutory fees
- RPI linked fees
- Discretionary fees

The Senior Regulatory Service Manager underlined the changes to fees highlighted in the report. They also emphasised that at the time of writing the income target for 2024/25 of £45,000 had been exceeded with a total of £68,015. This was attributed to an increased number of Wembley events.

Members asked about 'bulk fees' that were mentioned in the report and the companies this related to. The Senior Regulatory Service Manager responded that both Boroughs have primary relationships with large companies. An example was given of Brent that had a primary relationship with Ikea and Harrow that had a primary relationship with Premier Decorations. The companies that had a primary relationship signed up for a set number of contracted hours per year. Those who do not sign up for a set number of hours were charged the bulk price mentioned.

The chair questioned the split of the income figure of £68,015 between the two Boroughs and where that generated income goes back to. The Senior Regulatory Service Manager explained that there was difference between the income earnings of the two boroughs with more income generated in Brent due to Wembley events, with the specific income figures to be presented in the annual report. They also clarified that the income earned by each borough will be returned to the respective areas.

**RESOLVED:** That the report be noted.

## **8. Joint Advisory Board Report Work Plan 2025-26**

The Senior Regulatory Service Manager for Trading Services presented an overview of the report that provided members with information concerning the proposed 2025/26 work plan for Brent & Harrow Trading Standards.

The Senior Regulatory Service Manager highlighted the Digital Markets Competition and Consumers Act 2024, implemented on the of 6th April 2025, the Environmental Protections Single Use Vapes Act England, to be implemented on 1st June 2025 and Tobacco and Vapes Bill also to be implemented on 1st June 2025. This new legislation would require increased training for officers to be prepared for the enforcement of the new powers this legislation would provide.

A variety of priorities were considered in the formation of this workplan. This included the priorities of the National Trading Standards Board, London Trading Standards Board, Brent and Harrow local plans and internal complaints made by members of the public, with some of the most common being doorstop scams and second-hand car sales. A matrix would be used to identify high priority issues based off the number of complaints. These high priority issues have been

designated greater resources in the workplan, with flexibility allowed if these priorities were to change.

Members asked how the sale of Pan in shops across both Harrow and Brent is measured in line with Tobacco legislation. The Senior Regulatory Service Manager responded that trading services relied on intelligence from members of the public and other parties, so that if reports were made about the sale of Pan in certain shops this would be investigated by the team.

Members stated how important comms would be to direct the workplan going forward to cover key issues and communicate with local communities.

The Chair concurred that the sale of Pan was an issue of high priority within Harrow.

The Chair queried if Trading Standards would be able to cope with the new demand from the changes in legislation. The Senior Regulatory Service Manager replied that new legislation hasn't changed too much but has incorporated existing legislation into one area. This would require new training to cover these policies but shouldn't increase demand massively.

**RESOLVED:** That the report be noted.

## 9. Single Use Vapes Ban Update

The Regulatory Team Leader of Brent and Harrow Trading Standards presented an overview of the report that provided members with information on the ban on single use vapes that would be implemented from 1 June 2025.

The Regulatory Team Leader explained that ban was introduced to reduce waste and recycling issues created by single use vapes. This ban does not relate to the nicotine content or flavours of the vapes and refillable and reusable vapes will still be available.

The Department for Environment, Food and Rural Affairs (DEFRA) have stated that Trading Standards would lead the enforcement of this policy in local areas with authority provided by the local authority of each Borough.

Trading Standards would be able to enforce fines and civil sanctions for the possession of single use vapes for supply. The statutory fine that could be issued is currently £200 and Trading Standards could also retrieve the cost of enforcement.

Trading Standards are required to publish guidance on the criteria for the enforcement of fines, civil sanctions and possible further sanctions if the requirements of the initial sanctions are not met. Businesses would be provided with guidance to dispose of excess supply of single use vapes to become compliant once the ban comes into effect.

Consultation with the required parties for the publication of this guidance would commence in April 2025, with any necessary revisions to be made in May 2025 for final publication in June 2025. Press releases were sent out through Brent and

Harrow communication teams on 28th February and 19th March 2025, with regular updates to be made to the Trading Standards webpage when required.

Members questioned if compensation would be put in place for traders who already had invested in a large supply of single use vapes. The Regulatory Team Leader highlighted that businesses had been made aware of this ban for quite a while and will not be provided with compensation. Many businesses had already started to change their stock from single use to reusable vapes to comply with the ban.

Members asked if Trading Standards were under a legal obligation to right to businesses regarding the ban. The Regulatory Team Leader responded that DEFRA has guidance available for businesses but specific guidance for the enforcement of this ban had not yet been published.

Members queried how the compliant disposal of the stock of single use vapes will be enforced. The Regulatory Team Leader replied that this would be the responsibility of environmental teams, but that businesses have received guidance on how to dispose of excess stock, a process which would incur a cost for businesses. Many businesses had already started to phase out their stock of single use vapes because of this.

Members asked about the number of vape sellers in Harrow. The Regulatory Team Leader stated that this was near impossible with no specific license required by businesses to sell vapes and that guidance in relation to the ban had been targeted at businesses they were aware sold vapes.

The Chair questioned how online sales will be addressed. The Regulatory Team Leader highlighted that the ban does cover online sales and that if complaints were made to the team, they possess powers to shut that website down.

The Chair also queried how different flavours of vapes and illegal nicotine levels within vapes will be addressed if at all. The Senior Regulatory Service Manager advised that this was covered by the Tobacco Related Products Legislation not by the single use vape ban. This may be covered in future Government legislation.

**RESOLVED:** That the report be noted.

## **10. Date of Future Meeting**

**NOTED** the date for the next meeting is:

Wednesday 4 June 2025 at 6pm to be hosted (online) by the London Borough of Brent

## **11. Any Other Urgent Business**

None.

The meeting closed at 6.47 pm

COUNCILLOR PRITESH PATEL  
Chair