

**London Boroughs of Brent & Harrow  
Trading Standards Joint Advisory Board  
20 March 2024  
Report from the Senior Service Manager**

**FOR INFORMATION**

**TRADING STANDARDS WORK PLAN 2024/25**

**1.0 Purpose of the Report**

1.1 This report provides Members with information concerning the proposed 2024/25 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 including suggesting alternative 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 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 2024/25 is attached as an Appendix to this report.

**4.0 Financial Considerations**

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 2024/25.

4.2 This report is written as if the 2024/25 budget will remain unchanged from the previous year. If there are any changes to the budget after the drafting of this report, the work plan will be adjusted accordingly to reflect any changes.

**5.0 Legal Considerations**

5.1 There is no legal implications arising from this report.

## **6.0 Equality, Diversity and Inclusion Considerations**

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 Considerations**

8.1 There are no human resource or property implications arising from this report although it should be noted that the number of staff vacancies currently within the Service may result in a reduced ability to generate income, as well as the continued restrictions during the pandemic.

### **Contact Officer**

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