

## **Scrap Metal Dealers Act 2013**

### **How to Apply for a Scrap Metal Dealers Licence**

Any business involved in buying or selling scrap metal must hold a scrap metal dealer's licence issued by their local authority. There is a charge for this licence and it is valid for 3 years.

#### **Types of scrap metal licence:**

- A site licence
- A collector's licence

You will need a site licence if you operate a site that is involved wholly or partly in the business of buying and selling scrap metal or in the business of motor salvage. A site licence will also permit you to transport metal to and from the site from any local authority area.

You will need a collector's licence if you are a mobile scrap metal collector that does not have a permanent site and, for example, goes door to door. The collector's licence will allow you to collect scrap only within the authority area where it was issued. You will need to apply for collector's licences from separate authorities should you wish to operate in more than one District.

#### **Businesses that do not need a Scrap Metal Dealers Licence:**

Businesses where the commercial gain from buying or selling of scrap metal is only a minimal part overall business dealings are not likely to be considered as a scrap metal dealers. The following are examples of businesses which are likely to not need to hold a scrap metal dealers licence:

- Manufacturers that sell scrap metal only as a by-product or as surplus materials to the products that they manufacture
- Skip Hire companies where the collection of scrap metal is only a minimal part of their overall business.
- Tradespersons such as plumbers or electricians that sell on a small amount of waste scrap from their business

#### **Waste Carriers Licence:**

If you are transporting waste metal you will need waste carriers registration through the Environment Agency (as well as a scrap metal dealers licence). Their website is <http://www.environment-agency.gov.uk/business/sectors/wastecarriers.aspx> or you can ring them on 03708 506 506.

## How to Apply for a Scrap Metal Dealers Licence

You can find application forms on our web site [www.stroud.gov.uk](http://www.stroud.gov.uk). Or, contact the Licensing Team on 01453 766321 or [licensing@Stroud.gov.uk](mailto:licensing@Stroud.gov.uk) and we will send you the forms in the post.

Completed applications should be submitted to:

Licensing Team, Stroud District Council, Ebley Mill, Ebley Wharf, Stroud, GL5 4UB.

Your application will include the following:

### 1. Application form

This will include details of the applicant and any site managers, details of registrations and waste carrier licences and details of the bank account you use to make payment to suppliers.

### 2. Basic Criminal Record Disclosures

A basic criminal record disclosure will show any current criminal records and is required for the applicant, all directors and partners and any relevant site managers. The disclosure must be not more than three months old from the date when you submit the scrap metal licence application. You should apply for a basic disclosure through Disclosure and Barring Service. You can apply on online at <https://www.gov.uk/request-copy-criminal-record> or you can apply by post by calling 03000 200 190 and ask them to send you the forms. The disclosure costs £21.50 and will take up to 14 days. You will need documents that prove your address like a utility bill and your passport, driving licence or birth certificate to prove your name and date of birth, in order to make your application

### 3. Application fee.

Please see our scrap metal fees webpage on our website [www.stroud.gov.uk](http://www.stroud.gov.uk) for all licence fees.

### 4. Passport size photograph

If you are applying for a collectors licence, please provide us with one recently taken passport type and size photograph of yourself.

## How do I get more Information?

You can contact the Licensing team at Stroud District Council using the contact details below.

<b>Writing to us at:</b> The Licensing Section, Stroud District Council, Ebley Mill, Ebley Wharf, Stroud, Glos. GL5 4UB	
<b>Email:</b> <a href="mailto:licensing@stroud.gov.uk">licensing@stroud.gov.uk</a>	<b>Phone:</b> 01453 766321
<b>Internet:</b> <a href="http://www.stroud.gov.uk">www.stroud.gov.uk</a>	