

# SCRAP METAL DEALERS REGISTRATION

## DEFINITION

No person shall carry on a business as a scrap metal dealer unless until they have registered their particulars with the Local Authority.

## LEGISLATION/GUIDANCE

Scrap Metal Dealers Act 1964

As stated in the Act 'a person carrying on business as a scrap metal dealer shall be treated as carrying on that business in the area of a local authority if, but only if:

- They occupy a scrap metal store in the area, or
- They reside in the area but do not occupy a scrap metal store in the area or elsewhere, or
- They occupy a place in the area wholly or partly for the purposes of a scrap metal business but they do not occupy a scrap metal store in that area or elsewhere.

## PROCEDURE

### Stage 1

To register as a scrap metal dealer the applicant must complete the application form and return it to the Licensing Team at the Council.

### Stage 2

On successful completion of the application the Local Authority will enter the particulars of the applicant on to the register of scrap metal dealers and will then issue the applicant with a registration certificate, which will be valid for three years.

### Stage 3

Scrap metal dealers are required to notify the Local Authority within twenty eight days of the following:

- A change in his/her particulars.
- If they cease to carry on the business of a scrap metal dealer.

#### Stage 4

The scrap metal dealer will receive written notification from the Local Authority prior to the expiry of the registration.

The scrap metal dealer can apply to the Local Authority to continue the registration for a further three years by completing the application form before the expiry of the current registration.



#### INFORMATION

Every scrap metal dealer shall, at each place occupied by him/her as a scrap metal store, keep a book containing the particulars of:

- All scrap metal received at the place, (*e.g. the description and weight of the scrap metal, the date and time of receipt, the full name and address of the person it was received from, the price/value, registration number of any vehicle being scraped*) and
- All scrap metal either processed at, or despatched from, that place (*e.g. the description and weight of the scrap metal, the date of despatch or processing and the process applied, the full name and address of the person to whom it's sold or exchanged and the value of the scrap immediately before despatch or processing*).

If preferred two separate books can be used to record the above details.



#### FURTHER INFORMATION

- If you have any further queries regarding this matter please contact The Licensing Team, Environmental Health, North Devon District Council, Civic Centre, Barnstaple, Devon, EX31 1EA, or telephone 01271 388870 or email: [ehdirect@northdevon.gov.uk](mailto:ehdirect@northdevon.gov.uk)
- We welcome your comments on how we can improve the way we deliver our services. If you have any comments, compliments or feel you need to complain about our service delivery, please write to Mr Jeremy Mann, the Environmental Health Manager at North Devon District Council, Civic Centre, Barnstaple, Devon, EX31 1EA.
- Please note that the Council has a set procedure for dealing with complaints. You will be advised of the outcome of the investigation, together with what action the Council proposes to take.