

Scrap Metal Dealers Act 2013

Site Licence

A scrap metal dealer must display a copy of the licence at each site identified in the licence. The copy must be displayed in a prominent place in an area accessible to the public.

Payment for Scrap Metal

A scrap metal dealer must not pay for scrap metal except by a cheque which is not transferable or by an electronic transfer of funds. Paying includes paying in kind (with goods or services).

If paying by cheque the dealer must keep a copy of the cheque.

If paying by electronic transfer the dealer must keep the receipt identifying the transfer or if no receipt identifying the transfer records must be kept of particulars identifying the transfer.

Verifying Identity of Customer

2 (1) In order to verify a person's name and address, it will be sufficient for the scrap metal dealer to refer to either—

- (a) a document listed in paragraph (2) which bears the person's full name, photograph and residential address; or
- (b) both of—
 - (i) a document listed in paragraph (2) which bears the person's full name, photograph and date of birth, and
 - (ii) a supporting document listed in paragraph (3) which bears the person's full name and residential address.

(2) The documents which apply for the purposes of regulation 2(1)(a) or (b)(i) are as follows:

- (a) a valid United Kingdom passport, within the meaning of section 33(1) of the Immigration Act 1971**(b)**; or
- (b) a valid passport issued by an EEA state; or
- (c) a valid Great Britain or Northern Ireland photo-card driving licence; or
- (d) a valid UK biometric immigration document, issued in accordance with regulations made under section 5 of the UK Borders Act 2007**(a)**.

(3) The documents which apply for the purposes of regulation 2(1)(b)(ii) are—

- (a) a bank or building society statement;
- (b) a credit or debit card statement;
- (c) a council tax demand letter or statement; or
- (d) a utility bill, but not a mobile telephone bill

provided that the date on which the document in question was issued is not more than three months before the date when the scrap metal is received by the scrap metal dealer.

Should you receive scrap metal from a company then proof of the company details must be retained including name, address and any registration number, contact numbers, reference numbers etc e.g. company issued invoice.

Records: disposal of metal

(1) This section applies if a scrap metal dealer disposes of any scrap metal in the course of the dealer's business.

(2) For these purposes metal is disposed of—

- (a) whether or not it is in the same form in which it was received;
- (b) whether or not the disposal is to another person;
- (c) whether or not the metal is despatched from a site.

(3) Where the disposal is in the course of business under a site licence, the dealer must record the following information—

- (a) the description of the metal, including its type (or types if mixed), form and weight;
- (b) the date and time of its disposal;
- (c) if the disposal is to another person, the full name and address of that person;
- (d) if the dealer receives payment for the metal (whether by way of sale or exchange), the price or other consideration received.

Records: receipt of metal

(1) This section applies if a scrap metal dealer receives any scrap metal in the course of the dealer's business.

(2) The dealer must record the following information—

- (a) the description of the metal, including its type (or types if mixed), form, condition, weight and any marks identifying previous owners or other distinguishing features;
- (b) the date and time of its receipt;
- (c) if the metal is delivered in or on a vehicle, the registration mark (within the meaning of section 23 of the Vehicle Excise and Registration Act 1994) of the vehicle;
- (d) if the metal is received from a person, the full name and address of that person;
- (e) if the dealer pays for the metal, the full name of the person who makes the payment acting for the dealer.

(3) If the dealer receives the metal from a person, the dealer must keep a copy of any document which the dealer uses to verify the name or address of that person.

Records must be kept for a period of 3 years beginning with the day on which the metal is received or disposed of.

Notifying the Licensing Authority

The Licensing Authority must be notified of any changes which materially affect the accuracy of the information provided in connection with any application.

A dealer who ceases trading must notify the authority within 28 days of that date.

Where a trading name changes, the dealer must notify the authority within 28 days of the change.

General Licence Information

A person may hold more than one licence issued by different local authorities, but may not hold more than one licence issued by any one authority.

The authority may revoke a scrap metal licence if it is satisfied that the licensee does not carry on business at any of the sites identified in the licence.

The authority may revoke a licence if it is satisfied that a site manager named in the licence does not act as site manager at any of the sites identified in the licence.

The authority may revoke a licence if it is no longer satisfied that the licensee is a suitable person to carry on business as a scrap metal dealer.

A licence can be varied to change the name of the licensee (but not transfer to another person), change details of any site, change details of the site manager.

A licence can be changed from site to collector using the variation process.