

# Get ready for the new Scrap Metal Dealers Act!

The new Scrap Metal Dealers Act comes into force across England and Wales on 1 October this year, bringing a series of changes to the metal recycling industry. As the UK trade association, the BMRA is helping to prepare you for the new system with minimal disruption from the 1 December enforcement date. Here's a step-by-step guide to what you need to do to make sure your business is ready and compliant.

## Licences

There are two types of licences available, each valid for three years:

- **Site licence**
- **Collector's licence** (mobile collectors will need licences for every local authority area in which they collect)

NB a licensee can hold only one licence in any local authority area.

### How to apply for a licence:

If you are already a registered scrap metal dealer, you can apply to your local authority for a licence from 1 October until 15 October and you will be issued automatically with a temporary licence.

The temporary licence will be valid until 1 December while the council processes your application in full.

Make sure that you apply well before the 15 October deadline because there is no guarantee that applications made after this date will be issued by 1 December.

If you are operating without a new licence after 1 December 2013, you may be issued with a closure order and flouting this could result in an unlimited fine.

## This is crucial to minimise disruption to your business!



# Suitability checks

Applications for licences should be accompanied by basic criminal record checks (known as Basic Disclosures) carried out by Disclosure Scotland on all your site managers, directors, company secretaries, shadow directors and partners.

Obtaining disclosures should take around 14 days and the fee is currently £25 per person.

## How to apply for a basic disclosure:

For each application, you will need a copy of a utility bill or a document issued by a government department or your local authority which confirms your current address, **and** your passport, driving licence or birth certificate to confirm your date of birth.<sup>1</sup>

### Online:

Apply at [www.disclosurescotland.co.uk/apply-online](http://www.disclosurescotland.co.uk/apply-online) if your current address is in the UK and if you have been living there for at least twelve months (payment can be made by credit or debit card). You will need to send copies of your identity documents by e-mail, fax or post.

### By post:

Get a form and a set of explanatory notes by telephoning 0870 609 6006 and submit it, with copies of your identity documents, to Disclosure Scotland, PO Box 250, Glasgow G51 1YU.

For more information you can contact Disclosure Scotland by emailing [info@disclosurescotland.co.uk](mailto:info@disclosurescotland.co.uk), faxing 0870 609 6996 or telephoning 0870 609 6006.

<sup>1</sup>Note: the guidance document sent out with paper application form calls for three forms of identity document. However, Disclosure Scotland has advised that two documents are required, as set out here and in the online application process.

**NB Correct at time of production (4 September 2013)**

## What the new Act involves:

- All site-based and mobile scrap dealers must apply for a licence from their local authority.
- Councils will check the suitability of applicants to operate as a scrap metal dealer which will include criminal record checks.
- The ban of cash payments for scrap metal will be extended to all metal dealers including traditional scrap yards, mobile collectors and motor vehicle salvage operators.
- You must verify the identity of anyone from whom you buy.
- There will be increased penalties, with higher fines and sentences.

