



### **Licensing Committee Tuesday, 10th September, 2013**

You are invited to attend the next meeting of **Licensing Committee**, which will be held at:

**Council Chamber, Civic Offices, High Street, Epping  
on Tuesday, 10th September, 2013  
at 2.30 pm .**

**Glen Chipp  
Chief Executive**

**Democratic Services  
Officer**

Adrian Hendry (The Office of the Chief Executive)  
Tel: 01992 564246 Email:  
democraticservices@eppingforestdc.gov.uk

#### **Members:**

Councillors K Angold-Stephens (Chairman), P Spencer (Vice-Chairman), A Boyce, K Chana, Mrs R Gadsby, P Keska, L Leonard, H Mann, A Mitchell MBE, R Morgan, Mrs M Sartin, Mrs P Smith, Mrs T Thomas and Ms S Watson

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**PLEASE NOTE THE START TIME OF THE MEETING**

**THERE WILL BE A BRIEFING FOR THE SUB COMMITTEE AT 6.00pm. IN THE  
MEMBERS' ROOM**

#### **3. SCRAP METAL DEALERS ACT 2013 (Pages 3 - 6)**

(Assistant Director of Corporate Support Services (Legal)) To consider the additional report setting out the proposed fee structure.

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## **Report to Licensing Committee**

**Date of meeting: 10 September  
2013**

**Subject: SCRAP METAL DEALERS ACT 2013  
Proposed Fees**



**Officer contact for further information:** Alison Mitchell, ext. 4017

**Committee Secretary:** Adrian Hendry, ext. 4246

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### **Recommendations/Decisions Required:**

That the Committee recommends to the Council that the fees set out in this report are adopted.

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### **EXECUTIVE SUMMARY:**

The Scrap Metal Dealers Act 2013 requires the Council to set fees in respect of the issue, renewal and variation of licences.

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### **BACKGROUND**

The previous report sets out the background and the requirements of the Act with regards to setting of fees for licensing scrap metal dealers. A copy of the guidance issued by the Secretary of State was attached to that report.

### **PROPOSED FEES**

The Licensing Manager and the Assistant Director (Legal) have reviewed the various activities that must be undertaken by the licensing service, legal and the cost of committee hearings and any appeals and have estimated that the fees should be set as follows:

#### **Site Licences:**

Application for a new licence - £315.00  
Application to renew a Site Licence - £215.00

#### **Collector's Licence**

Application for a new licence - £225.00  
Application to renew a licence - £210.00

## Variation of a Licence

Routine - £40.00 e.g. Change of name of individual (deed poll or marriage) or of company (retaining the same company number) or correction of the register.

Other - £217.00 e.g. adding a new site onto the licence or change of manager of a site.

The routine review of the level of fee will ultimately form part of the Council's annual adoption of fees and charges. However, because the Council has to be in a position to process applications as soon as the new system comes into effect, in the interim, the Licensing Members will be asked to recommend to the Council the level of fee to be charged, as permitted under the Council's scheme of delegations.

## COMPARISON

Each Council must set their fees in accordance with the costs that it incurs. However, the Licensing Manager has worked with members of the Essex Licensing Group and set out below are the suggested fees for other Councils within Essex. Members should note that the fees below are those being recommended to the members of those Councils but not all agreed at present. Not all Councils have provided this information.

|               | Site           |                |   | Collector      |                |   |
|---------------|----------------|----------------|---|----------------|----------------|---|
|               | New            | Renewal        | Variation                               | New            | Renewal        | Variation                                       |
| Basildon      | £345           | £200           |   | £220           | £175           |   |
| Braintree     | £496           | £272           |   | £164           | £123           |   |
| Brentwood     |                |                |   |                |                |   |
| Castle Point  | £270           | £180           |   | £200           | £170           |   |
| Chelmsford    |                |                |   |                |                |   |
| Colchester    |                |                |   |                |                |   |
| Epping Forest | <b>£315.00</b> | <b>£215.00</b> | <b>£40.00 routine<br/>£217.00 other</b> | <b>£225.00</b> | <b>£210.00</b> | <b>£40.00<br/>routine<br/>£217.00<br/>other</b> |
| Harlow        | £375           | £283           | £283                                    | £273           | £180           | £180  |
| Maldon        |                |                |   |                |                |   |
| Rochford      | £345           | £230           |   | £230           | £200           |   |
| Southend      |                |                |   |                |                |   |
| Tendring      | £320           | £189           | £31                                     | £198           | £128           | £31   |
| Thurrock      |                |                |   |                |                |   |
| Uttlesford    |                |                |   |                |                |   |

## **Resource Implications**

### Financial Implications

The issue of the licences are intended to be self financing.

### Inclusion, Diversity and Community Cohesion Implications

Each application will be dealt with on its own merits, therefore there are no inclusion, diversity and community cohesion implications arising from this report. Further consideration will be given to the means of communicating the policy to target audiences and the policy will be reviewed taking account of the replies to the consultation prior to adoption by the Council.

### **Legal and Governance Implications:**

The Scrap Metal Dealers Act 2013 and guidance issued by the Secretary of State.

### **Safer, Cleaner and Greener Implications:**

The purpose of the Act is to introduce regulation to reduce crime.

### **Consultation Undertaken:**

None. If it is agreed, the draft policy document will be put out to consultation.

### **Background Papers:**

### **Impact Assessments:**

### Risk Management Implications

Relevant risks/opportunities in conjunction with this matter have been considered and are referred to in the body of the report, as appropriate.

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