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TRAFFORD COUNCIL

AGENDA PAPERS FOR LICENSING COMMITTEE MEETING

Date: Thursday, 19 September 2013

Time: 6.00 pm

Place: Committee Rooms 2&3, Trafford Town Hall, Talbot Road, Stretford,
M32 0TH

AGENDA	PART I	Pages
1. ATTENDANCES		
To note attendances, including Officers and any apologies for absence.		
2. SCRAP METAL DEALERS ACT 2013 - APPROVAL OF FEES		1 - 10
To consider a report of the Head of Public Protection.		

THERESA GRANT
Chief Executive

Membership of the Committee

Councillors C. Candish (Chairman), B. Sharp (Vice-Chairman), D. Bunting, M. Freeman, P. Gratrix, D. Jarman, P. Lally, E.H. Malik, P. Myers, Mrs. J. Reilly, B. Rigby, J. Smith, E.W. Stennett, N. Taylor and Mrs. J. Wilkinson

Further Information

For help, advice and information about this meeting please contact:

Ruth Worsley, Democratic Services Officer
Tel: 0161 912 2798
Email: ruth.worsley@trafford.gov.uk

This agenda was issued on **Tuesday, 10 September 2013** by the Legal and Democratic Services Section, Trafford Council, Trafford Town Hall, Talbot Road, Stretford, M32 0TH.

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TRAFFORD COUNCIL

Report to: Licensing Committee
Date: 19th September 2013
Report for: Decision
Report of: Head of Public Protection

Report Title

SCRAP METAL DEALERS ACT 2013 – APPROVAL OF FEES

Summary

In order for the Council to be in a position to accept applications under the new Scrap Metal Dealers Act 2013 from the 1st October 2013, it must have agreed the fees it will charge for licences no later than the end of September 2013.

Recommendation(s)

That the Committee consider the report and the attached financial calculations and approve the fees to be charged for scrap metal dealer licences.

Contact person for access to background papers and further information:

Name: Joanne Boyle
Extension: 4129

Background Papers:

Fee Calculation Report

1.0 BACKGROUND

- 1.1 Metal theft has, over the last few years, had a significant impact on communities, businesses and councils themselves.
- 1.2 Following requests from the Local Government Association and other bodies the Government has reformed the existing regulation of scrap metal dealers by introducing the Scrap Metal Dealers Act 2013.
- 1.3 Previously, under the Scrap Metal Dealers Act 1964 the Council had to register anyone who notified it that they were operating as a scrap metal dealer. The 2013 Act establishes a new licensing regime which will be administered by local authorities and which will allow the Council to refuse a licence where the applicant is judged not to be a suitable person to operate as a scrap metal dealer.

2.0 LICENCES

- 2.1 There are two types of licence specified in the Act which are granted for a three year period:

Site Licence

- 2.2 All the sites where a licensee carries on business as a scrap metal dealer have to be identified, and a site manager has to be named for each site. This licence allows the licensee to transport scrap metal to and from those sites from any local authority area.

Collector's Licence

- 2.3 This allows the licensee to operate as a collector in the area of the issuing local authority. It does not allow the collector to operate in any other local authority area, so a separate licence has to be obtained from each Council the collector wishes to operate in. The licence does not authorise the licensee to operate a site; to do so they will need a site licence from the relevant local authority.

3.0 TIMETABLE FOR TRANSITION

- 3.1 The Commencement Order was made on the 6th August 2013 and this allows local authorities to set a fee from the 1st September 2013.
- 3.2 The main provisions of the Act will commence on the 1st October - including the offence of buying scrap metal for cash.

3.3 Dealers and motor salvage operators registered immediately before the 1st October will be deemed to have a licence under the Act from 1st October 2013; provided the dealer submits an application for a licence on or before the 15th October 2013.

3.4 In order to be in a position to accept applications from the 1st October 2013, the Council must have agreed the fees it will charge for licences no later than the end of September 2013.

4.0 FEES

4.1 Officers are proposing the following fees based on the figures detailed in the attached Appendix A:

Application (Three year licence)	Fee (£)
Site Licence	
Grant (one site)	630.00
<i>per additional site</i>	<i>490.00</i>
Renewal	430.00
<i>per additional site</i>	<i>320.00</i>
Minor variation	120.00
Major variation (change from a site licence to a collector's licence and vice versa)	cost of site licence or collectors licence
Collector's Licence	
Grant	270.00
Renewal	150.00
Minor variation	70.00
Major variation (change from site licence to collector's licence and vice versa)	cost of site licence or collectors licence

4.2 In calculating the fees the following was taken into account:

- All the activity required with processing and granting s licence such as considering applications and assessing the suitability of the applicant;
- The costs of staff associated with supporting the service, including senior staff with managerial responsibility of the service;

- Support provided by other parts of the Council to the licensing team such as legal services and other recharges i.e. room hire, heating and lighting;
- The cost of providing advice and guidance to applicants;
- Carrying out inspections and ensuring compliance with the law;
- Training of staff I the new legislation;
- Costs associated with consulting other agencies and bodies when considering if an applicant is a suitable person;
- Working with partners in ensuring compliance.

5.0 KEY ISSUES

- 5.1 In order for the Council to be in a position to accept applications under the new Scrap Metal Dealers Act 2013 from the 1st October 2013, it must have agreed the fees it will charge for licences no later than the end of September 2013.
- 5.2 The Licensing Committee has delegated authority to approval licence fees.

6.0 RECOMMENDATION

- 6.1 That the Committee consider the report and the attached financial calculations and approve the fees to be charged for scrap metal dealer licences.

1. SCRAP METAL DEALERS - SITE LICENCE**A) i) GRANT (one site)**

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	4	22.93	91.72
Per application - SCP 42	1	27.93	27.93
Per application - SCP 45	1	29.99	29.99
			<u>149.64</u>
<u>Enforcement</u>			
Initial on-site visit by 2 ESO's on grant - SCP 28	8	18.49	147.92
3 partnership operations over 3 years by 1 ESO - SCP 28	12	18.49	221.88
Travel time - 5 visits in total	2.5	18.49	46.23
Mileage - 4 visits in total	40	0.522	20.88
			<u>436.91</u>
<u>Support Services</u>			
			<u>25.00</u>
<u>Materials (sign)</u>			
			<u>18.00</u>
		TOTAL	629.55

A) ii) GRANT (cost per additional site)

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	1	22.93	22.93
Per application - SCP 42	0.5	27.93	13.97
			<u>36.90</u>

Enforcement

Initial on-site visit by 2 ESO's on grant - SCP 28
 3 partnership operations over 3 years by 1 ESO - SCP 28
 Travel time - 5 visits in total
 Mileage - 4 visits in total

8	18.49	147.92
12	18.49	221.88
2.5	18.49	46.23
40	0.522	20.88
		<u>436.91</u>

Materials (sign)

		<u>18.00</u>
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TOTAL 491.80

B) i) RENEWAL (one site)

Task

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	4	22.93	91.72
Per application - SCP 42	1	27.93	27.93
			<u>119.65</u>

Enforcement

3 partnership operations over 3 years by 1 ESO - SCP 28
 Travel time - 3 visits in total
 Mileage - 3 visits in total

12	18.49	221.88
1.5	18.49	27.74
30	0.522	15.66
		<u>265.28</u>

Support Services

		<u>25.00</u>
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Materials (sign)

		<u>18.00</u>
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TOTAL 427.93

B) ii) RENEWAL (cost per additional site)

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	1	22.93	22.93
Per application - SCP 42	0.5	27.93	13.97
			<u>36.90</u>
<u>Enforcement</u>			
3 partnership operations over 3 years by 1 ESO - SCP 28	12	18.49	221.88
Travel time - 3 visits in total	1.5	18.49	27.74
Mileage - 3 visits in total	30	0.522	15.66
			<u>265.28</u>
<u>Materials (sign)</u>			
			<u>18.00</u>
		TOTAL	320.17

C) VARIATION

Change from a collector's licence to a site licence - the fee will be the same as for the grant of a site licence and vice versa.

Task	Hours / mileage	Rate £	Amount £
<u>Minor Variation</u>			
Per application - SCP 35	4	22.93	91.72
Per application - SCP 42	1	27.93	27.93
		TOTAL	119.65

2. SCRAP METAL DEALERS - COLLECTOR'S LICENCE

A) GRANT

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	4	22.93	91.72
Per application - SCP 42	1	27.93	27.93
Per application - SCP 45	1	29.99	29.99
			<u>149.64</u>
<u>Enforcement</u>			
Initial inspection of vehicle by 1 ESO - SCP 28	4	18.49	73.96
Travel time	0.5	18.49	9.25
Mileage	10	0.522	5.22
			<u>88.43</u>
<u>Support Services</u>			
			<u>25.00</u>
<u>Materials (permit)</u>			
			<u>5.00</u>
		TOTAL	268.07

B) RENEWAL

Task	Hours / mileage	Rate £	Amount £
<u>Admin</u>			
Processing/issuing - SCP 35	4	22.93	91.72
Per application - SCP 42	1	27.93	27.93
			<u>119.65</u>

Support Services

25.00

Materials (permit)

5.00

TOTAL

149.65

C) VARIATION

Change from a collector's licence to a site licence - the fee will be the same as for the grant of a site licence and vice versa.

Task	Hours / mileage	Rate £	Amount £
<u>Minor Variation</u>			
Per application - SCP 35	2	22.93	45.86
Per application - SCP 42	1	27.93	27.93
TOTAL			73.79

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