



Refusal of Scrap Metal Dealers Licence Fact Sheet

If we are **not satisfied** that you are a suitable person to hold a scrap metal collector's licence we will write to you and tell you that we **propose to refuse** your application and the reasons why.

What happens next?

Stage 1

- You can choose to do nothing. If we do not hear from you by the date specified in your letter, we will automatically refuse your application and you will be sent a letter confirming this.
- If you think there are reasons why we should **not refuse** your application you can tell us about this. This is called **making representation**. You must tell us by the date specified in your letter if you want to make representation. You do not have to give the details about your representation at this stage but you must tell us if you want to give us your representation in writing or in person.
You can tell us that you want to make representation either in writing,
or by telephone
or by email.

What reasons could be included in your representation?

Examples of the type of extra information that you may want us to consider could include:

- More details about the circumstances of the offences/enforcement action/reasons that we have given you in your letter as to why we propose to refuse your scrap metal dealers licence
- Evidence of good behaviour
- Character references

Stage 2

If you have told us in Stage 1 that you want to make representation you must do one of the following:

- If you have told us you want to make representation in writing we will give you a date by which you must do this. You can make your representation either by letter or email. Your representation will then be considered by a panel of three Councillors. The panel will make the final decision about your application and you will be notified of the outcome in writing.
- If you have told us you want to make your representation in person and verbally explain your reasons we will arrange a date for you to do this. Your verbal representation will be heard by a panel of three Councillors at a meeting called a hearing. At the hearing you (or someone on your behalf) can explain further your reasons why you think you should be granted a licence

and the panel may ask you some questions. The panel will make the final decision about your application.

Right of Appeal

If the final outcome is that your application is refused you have the right of appeal to the Magistrates Court within 21 days of being notified of the decision.

Finally.....

Please contact the Licensing Section on 01453 754404 if you do not understand or want us to explain further anything in this fact sheet or in your letter.

You may also wish to seek independent legal advice.

How to contact us

You can contact the Licensing team at Stroud District Council using the contact details below.

Personal visit to: Stroud District Council Offices Ebley Mill, Ebley Wharf, Westward Road, Stroud. (We would advise callers to make appointments)	Writing to us at: The Licensing Section, Stroud District Council, Council Offices, Ebley Mill, Ebley Wharf, Stroud, Glos. GL5 4UB
Email: licensing@stroud.gov.uk	Phone: 01453 754404
Internet: www.stroud.gov.uk	Fax: 01453 754963