

Appendix 1

**Scheme of Delegation of Functions under the Scrap Metal Dealers Act 2013**

<b>Matter to be dealt with</b>	<b>Full Council</b>	<b>Licensing Regulatory Committee</b>	<b>Hearing Panel</b>	<b>Officers</b>
Determination of fees	X	√	X	X
Application for Site licence or Collectors licence	X	X	If a relevant representation is made	If no relevant representation is made
Application to vary site licence	X	X	If a relevant representation is made	If no relevant representation is made
Application to revoke site licence or collectors licence	X	√	All cases	In conjunction with the Committee Chairman if the matter is urgent
The inclusion of conditions on a licence	X	X	X	√
Issue of a Closure Notice	X	X	X	√
Cancellation of a Closure Notice	X	X	X	√
Application for a Magistrates Closure Order	X	X	X	In conjunction with legal services