

SPECIFIC FUNCTIONS

LEISURE/AMENITY FUNCTIONS

| | FUNCTION | EXERCISED BY |
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| (1) | Approval of lettings in respect of property held for recreational purposes, with the exception of major annual private bookings and leases of recreational facilities | Executive Director (Operational Services) |
| (2) | Making of byelaws and regulations for leisure centres, parks, open spaces, cemeteries, crematoria and allotments Enforcement of same | Public Protection Cttee Executive Director (Operational Services) |
| (3) | Allotment lettings | Executive Director (Operational Services) |
| (4) | To exercise the Council's powers under the Staffordshire Act 1983 (former Silverdale Trust Land) | Public Protection Cttee |
| (5) | Cemeteries – memorial plans | Executive Director (Operational Services) |
| (6) | Cemeteries – issue of grave space grants | Executive Director (Resources and Support Services) |
| (7) | To exercise the Council's powers in respect of dangerous trees on private land | Executive Director (Operational Services) |
| (8) | Maintenance of trees and/or felling of dangerous trees | Executive Director (Operational Services) |
| (9) | <u>Staffordshire Act 1983</u> Provision of parking places in parks etc. | Public Protection Cttee |
| (10) | Protection of ornamental or mown land | Public Protection Cttee |
| (11) | Power to institute proceedings in respect of contraventions of Acts, byelaws and regulations appertaining to leisure/amenity functions | Public Protection Cttee |
| (12) | Appointment of medical referees to certify cremation documentation | Executive Director (Operational Services) after consultation with a Cabinet Member |

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| (13) | <u>The Vehicles Excise Duty (Immobilisation, Removal and Disposal of Vehicles) Regulations 1997 (as amended)</u> Power to issue CLE2/6 (form to report untaxed vehicle to DVLA) and authorise the removal and disposal of untaxed vehicles on public highways | Executive Director of Operational Services or Head of Operations |
| | Power to issue Fixed Penalty Notices | Executive Director of Operational Services or Head of Operations |
| (14) | Approval of recommendations for sports grants from Castle Sports Group | Executive Director of Operational Services in consultation with Portfolio Holder for Leisure and Culture |
| (15) | Exhumations and re-interments – determination of applications and requests and recovery of fees and charges | Cabinet or Executive Director of Operational Services in consultation with the Head of Environmental Health |
| (16) | Granting of permission to scatter cremated remains on Council-owned land | Cabinet or Executive Director of Operational Services in consultation with the Head of Environmental Health |

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