

## **SPECIFIC FUNCTIONS**

### **LEISURE/AMENITY FUNCTIONS**

	<b>FUNCTION</b>	<b>EXERCISED BY</b>
(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

(13)	<p><u>The Vehicles Excise Duty (Immobilisation, Removal and Disposal of Vehicles) Regulations 1997 (as amended)</u></p> <p>Power to issue CLE2/6 (form to report untaxed vehicle to DVLA) and authorise the removal and disposal of untaxed vehicles on public highways</p>	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