

| SERVICES COMMITTEE | | March 2023 |
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| 7 Members | | Quorum: 3 |
| Function of Committee Column 1 | Delegation of Function/s Column 2 | |
| Leisure and Recreation | | |
| 1 | <p>1. Power to maintain land for open spaces, Public Health Act 1875, S164 Open Spaces Act 1906 S9 and 10</p> <p>2. Power to acquire land for or to provide public walks, pleasure ground to manage and control them. Power to provide gymnasiums, playing fields and boating pools; Local Government Act 1972, Sch 14; Public Health Acts Amendment Act 1890, S44, Local Government (Miscellaneous Provision) Act S19; Public Health Act 1961, S54.</p> <p>3. Management and Enhancement of Parks, Playing Fields, Play Areas and public open spaces</p> | <ul style="list-style-type: none"> - Committee for strategic overview. - Town Clerk/Deputy for operational management - Acquisition to Council - Strategic Management and Development to Committee - Town Clerk/Deputy for operational management - Grants to Finance Committee - Strategic Management and Development to Committee. - Town Clerk/Deputy for Operational Management |
| Bus Shelters | | |
| 2 | Power to provide and maintain bus shelters, LGA 1953 S4. | <ul style="list-style-type: none"> - Strategic overview to Committee. - Power to make contribution, with budget – to Committee. - Operational Management to Town Clerk/Deputy |
| Clocks | | |
| 3 | Power to provide public clocks, Parish Councils Act 1957, S2 | <ul style="list-style-type: none"> - Strategic overview to Committee - Operational Management to Town Clerk/Deputy. |
| Allotments | | |
| 4 | To provide allotment, improve land and let rights under S23, 26 and 42 of the Smallholdings and Allotments Act 1908 | <ul style="list-style-type: none"> - Operational Management to Town Clerk/Deputy - Strategic overview and development to Committee |
| Baths and Washhouses | | |
| 5 | Power to provide baths and wash-houses under S 221, 222, 223 and 227 of public Health Act 1936. | <ul style="list-style-type: none"> - Committee for strategic overview - Town Clerk/Deputy for operational management |
| Burial Facilities | | |
| 6 | 1. Power to acquire and maintain; | Acquisition and provision reserved |

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| <p>power to provide; power to agree to maintain monuments and memorials under Open Spaces Act 1906. S9 and 10; LGA 1972, S214; Parish Councils and Burial Authorities (misc Provisions) Act 1970 S1.</p> <p>2. Power to contribute toward expenses of cemeteries, LGS 1972, S214.</p> <p>3. Power for maintenance of closed church yards LGA 1972, S215</p> <p>4. Power to provide mortuaries, Public Health Act 1936, S198</p> | <p>for Council.</p> <ul style="list-style-type: none"> - Operational Management to Town Clerk/Deputy. - Strategic Overview to Committee. <ul style="list-style-type: none"> - Grants to Finance Committee <ul style="list-style-type: none"> - Operational management to Town Clerk/Deputy - Strategic overview to Committee <ul style="list-style-type: none"> - Strategic overview to Committee - Operational management to Town Clerk/Deputy |
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Public Buildings

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| <p>7</p> <p>1. Power to provide and encourage the use of conference facilities, LGA 1972, S144.</p> <p>2. Power to provide and equip community centres for use of clubs having athletic, social or recreational objectives, LGA (Misc provisions) Act 1976 S19</p> <p>3. Power to provide public buildings and halls. LGA 1972, S215</p> <p>4. Power to provide Markets, Royal Charter</p> | <ul style="list-style-type: none"> - Strategic management to Committee - Operational management to Town Clerk/Deputy - Strategic management of Town Hall Complex within Policy and Budget to Committee. - Operational management of Town hall within Policy and Budget Committee to Town Clerk/ Deputy - Strategic overview to Committee - Operational management to Town Clerk/Deputy <ul style="list-style-type: none"> - Strategic overview to committee - Operational management to Town Clerk/Deputy - Strategic management of Town hall within Policy and Budget Committee - Operational management of Town Hall within Policy and Budget to Town Clerk/Deputy. <ul style="list-style-type: none"> - Strategic overview to committee - Operational management to |
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| | 5. Setting of all fees and charges | <p>Town Clerk/Deputy</p> <ul style="list-style-type: none"> - Strategic management of Market within Policy and Budget Committee - Operational management of Market within Policy and Budget to Town Clerk/Deputy. <p>- Committee</p> <p>-</p> |
| Entertainment and the Arts | | |
| 8 | <ol style="list-style-type: none"> 1. Power to provide entertainment and support of the arts, LGA 1972, S145 2. Power to promote lotteries, Lotteries and Amusements Act 1976, S7 | <ul style="list-style-type: none"> - Committee within policy - Grants to Finance Committee - Committee within policy - Operational management to Town Clerk/Deputy |
| Public Realm | | |
| 9 | <ol style="list-style-type: none"> 1. Provision of litter receptacles, Litter Act 1983, S5 and 6 2. Provision and maintenance of street furniture and signs. 3. Matters relating to street cleaning, litter, fly posting. 4. Management of Town Centre Operational Support | <ul style="list-style-type: none"> - Strategic overview within budget to Committee. - Operational management to Town Clerk/Deputy - Strategic overview within budget to Committee. - Operational management to Town Clerk/Deputy - Strategic overview within budget to Committee - Operational management to Town Clerk/Deputy. - Strategic overview within budget to Committee - Operational management to Town Clerk/Deputy |
| Highways and Transport | | |
| 10 | <ol style="list-style-type: none"> 1. Power to maintain footpaths and bridleways 2. power to light roads and public places 3. Powers to provide parking places for vehicles and cycles 4. Power to enter into agreement as to | <ul style="list-style-type: none"> - Committee within Council Policy - Committee within Council Policy - Committee within Council Policy - Committee within Council Policy |

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| | dedication and widening. | |
| | 5. Power to provide roadside seats and shelters | - Committee |
| | 6. Power to contribute financially to traffic calming schemes, Highways Act 1980, S274A | - Committee within budget and Council policy. |
| | 7. Power to provide traffic signs and other objects or devices warning or danger | - Committee |
| | 8. Power to plant trees and lay grass verges and to maintain them | - Committee |
| | 9. Powers relating to car sharing scheme, taxi fare concessions and information about transport; LGA and Rating Act 1997 S26,28 and 29. | - Committee under the direction of Council. |
| | 10. Improve off street parking on on-street parking enforcement | - Committee under the direction of Council |
| | 11. To support approved community transport schemes | - Committee under the direction of Council - Grants to Finance Committee |
| Heritage | | |
| 11 | 1. To manage, preserve and promote the use of the Town's heritage and ancient records. | - Strategic overview to Committee within policy and budget - Operational management to the Town Clerk/Deputy |
| | 2. To manage and preserve the Town's artefacts and treasures. | - Strategic overview to Committee within policy and budget - Operational management to the Town Clerk/Deputy |
| Community Engagement | | |
| 12 | 1. To promote the social wellbeing of the Town and power of general competence. | - Committee within policy and budget. |
| | 2. To support the development of the Borough Community Plan and Local Strategic Partnership | - Committee within policy and budget. |
| | 3. To facilitate and support local community and voluntary organisations. | - Grants to Finance Committee |

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| | <ol style="list-style-type: none"> 4. To maximise the benefit to the Town of external funding directly or in partnership. 5. To promote social inclusion with the communities. 6. To promote Fair Trade in the Town and Town Centre Management. 7. To lead on market town initiatives. 8. To agree project funding applications. 9. To agree project funding, subject to the presentation of an acceptable business case. | <ul style="list-style-type: none"> - Promotions and other support to Committee/Town Clerk in accordance with policy. - Committee within policy and budget - Committee - Committee within policy and budget - Committee - Committee In urgent case the Town Clerk in consultation with the Mayor or Deputy Mayor Chairman of Finance Committee and another Councillor. |
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Community Safety

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| 13 | <ol style="list-style-type: none"> 1. Power to install and maintain equipment for detection and prevention of crime, Local Government and Rating Act 1997, S31. 2. To support initiatives of the Community Safety Partnership. 3. To lobby for road safety improvement schemes. 4. To liaise with the Police Authority and Constabulary. 5. To manage the PCSO SLA | <ul style="list-style-type: none"> - Committee for strategic overview - Town clerk for operational management - Committee/Town Clerk in accordance with Council direction. - Committee - Committee for strategic overview - Town clerk for operational management - Committee to recommend terms to Council Town Clerk to monitor |
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Environment

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| 14 | <ol style="list-style-type: none"> 1. To promote the environmental wellbeing of the Town. 2. Conservations of the built and natural environment. 3. Power to maintain, repair, protect and alter War Memorials (local authorities | <ul style="list-style-type: none"> - Committee within policy and budget. - Strategic overview to Committee - Operational Management to Town Clerk - Strategic overview to Committee - Operational Management to |
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| | <p>powers) Act 1923, S11 as extended by the LGA 1948 S133.</p> <p>4. To deal with issues involving ancient monuments and areas of archaeological interest.</p> <p>5. To promote floral and planting initiatives.</p> <p>6. To protect and preserve local heritage</p> <p>7. To approve and action Environmental audits.</p> <p>8. To promote environmental awareness.</p> | <p>Town Clerk</p> <ul style="list-style-type: none"> - Strategic overview to Committee - Operational Management to Town Clerk - Committee within policy and budget - Committee within policy and budget - Committee within budget - Town Clerk to initiate audit - Committee to approve programme within budget |
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Environment and Public Health

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| 15 | <p>1. Power to provide public conveniences, Public Health Act 1936, S87.</p> <p>2. Power to utilise well, spring or stream to provide facilities for water supply. Public Health Act 1936, S125</p> <p>3. Power to deal with ponds and ditches. Public Health Act 1936, S260</p> <p>4. To liaise with the relevant authorities in cases on public health/environmental nuisance, drainage matter, pollution, animal welfare issues.</p> <p>5. To make observations on any public health/environmental licence or registration application (other than under the Licensing Act)</p> <p>6. Waste and Recycling</p> | <ul style="list-style-type: none"> - Strategic overview to Committee - Operational Management Town Clerk - Strategic overview to Committee - Operational management to Town Clerk - Power to Committee - Petitions to Committee - Town Clerk in other Cases - Committee - Strategic overview to Committee - Operational management to Town Clerk |
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Personal Health

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| 16 | <p>1. To work with partner organisations to improve the health of people in the Town.</p> <p>2. To improve access to services which can contribute to health.</p> <p>3. To promote healthy living</p> | <ul style="list-style-type: none"> - Committee for strategic overview - Town Clerk for Operational Management - Committee for strategic overview - Town Clerk for Operational Management - Committee for strategic overview - Town Clerk for Operational Management |
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| | 4. Contribute to the development of and coordination of NHS services. | <ul style="list-style-type: none"> - Committee for strategic overview - Town Clerk for Operational Management |
| Young People | | |
| 17 | <ol style="list-style-type: none"> 1. Support for public and community services 2. Coordinate the involvement of young people in decision making. 3. Support to young people in their communities. | <ul style="list-style-type: none"> - Committee within policy and budget - Committee within policy and budget - Committee within policy and budget |
| Housing | | |
| 18 | <ol style="list-style-type: none"> 1. To lobby for sufficient variety housing 2. To support home safety initiatives in the Town. | <ul style="list-style-type: none"> - Committee within policy and budget - Committee within policy and budget |
| Economic Wellbeing and Tourism | | |
| 19 | <ol style="list-style-type: none"> 1. To promote the economic wellbeing of the Town through partnership with the business and community sectors. 2. To promote tourism within the Town. 3. Power to encourage visitors and provide conference and other facilities. 4. To promote regeneration in the Town. 5. To lobby for sufficient high quality employment sites in the Town and support initiatives promoting inward investment. 6. To support skills and training for local businesses. 7. Provision, directly or indirectly, of Christmas Lights. | <ul style="list-style-type: none"> - Committee within policy and budget - Committee within policy and budget - Committee within policy and budget - Committee within policy and budget - Committee in conjunction with planning committee. - Committee within policy and budget - Committee within budget - Grants to Finance Committee |
| Emergency Planning | | |
| 20 | To assist in the preparation and implementation of Emergency Plans of the Borough Council. | <ul style="list-style-type: none"> - Committee within budget - Operations management to the Town Clerk. |
| Projects | | |
| 21 | To approve and deliver environmental and community projects. | <ul style="list-style-type: none"> - Committee within budget - Operations management to the Town Clerk. |

Definition of Strategic Overview

That part of an initiative or service which is considered necessary to define Policy and Budget.

Definition of Operational Management

That part of the service which is considered necessary in the delivery of an initiative or service which is within Policy and Budget.