L.C.B.L. 58/1/2005

LOCAL COUNCILS ACT
(CAP. 363)

Organization of Courses and Outings (Santa Venera Local Council) Bye-Laws, 2005

IN exercise of the powers conferred by articles 34, 35(8) and 60 of the Local Councils Act, the Santa Venera Local Council has made the following Bye-Laws:–

Citation and commencement.

1.1 The title of these Bye-Laws is the Organization of Courses and Outings (Santa Venera Local Council) Bye-Laws, 2005.

1.2. These Bye-Laws shall come into force one month after their publication in the Gazette.

Interpretation.

2. In these Bye-Laws unless the context otherwise requires:–

"Act" means the Local Councils Act;

"Council" means the Santa Venera Local Council;

"course" means a series of structured lessons, lectures, instructions, demonstrations or practical sessions in educational, cultural, sporting, vocational or hand crafts schemes or activities organised by the Council in accordance with the provisions of these Bye-Laws;

"locality" means the Santa Venera locality;

"outing" means an organised group of persons to visit historical, cultural or touristic places and for social and recreational purposes, as organised by the Council according to the provisions of these Bye-Laws.

Organization of courses and outings.

3.1. The Council may from time to time organise such courses and outings as it deems proper:

Provided that the Council may for a valid reason (such as not having the required minimum number of participants), cancel any course and/or outing which has already been advertised or to discontinue any course which has been commenced.

3.2. Such courses and outings shall be advertised in any manner that the Council deems fit and may be open to adults or children or for both of these together as specified in such advertisement.

3.3. Eligibility for any courses and outings may be subject to such conditions or requirements as may be appropriate.

Application for courses or sale of tickets for outings.

4.1. Any person desiring to attend a course or outings shall submit an application on the appropriate form supplied by the Council in case of attending a course or buy a ticket in case of attending outings.

Provided that the Council reserves the right to refuse a course or the sale of tickets if the applicant does not satisfy any of the requirements which are attached to such course.

4.2. If the number of applications received exceeds the number of available places for a course, priority shall be established as follows:–

4.2.1. First priority shall be given to persons registered as voters in the Electoral Register or the Special Register which relate to the locality, and their children:

Provided that in competition between these persons, priority shall be given either to the earlier applicant or if applications are received concurrently, by lot.

4.2.2. Second priority shall be given to persons residing in the locality but not registered to vote, and their children.

4.2.3. Third priority shall be given to other applicants.

4.2.4. In case of outings, clause 4.2 and subclause 4.2.1 apply.

Fees for attendance and outings.

5.1. Applications for courses and sale of tickets shall be accompanied by the fees established in the Schedule to these Bye-Laws.

5.2. The Council may, in accordance with pre-established criteria, exempt any person or any class or persons from the payment of such fees or part thereof.

5.3. In establishing the fees for a particular course, the Council shall take into consideration all expenses that will be incurred for or in connection with the organization of all the courses scheduled by the Council.

5.4. The application form for courses and tickets for outings shall include the details of applicant, course or outings applied for, serial number of application or ticket, amount paid, receipt number and signature of officer processing the application.

Refund of fees.

6.1. Fees shall be refunded by the Council in any of the following cases:–

6.1.1. When an application for a course or a ticket for an outing is bought and the course or the activity are not subsequently organised, the full fee;

6.1.2. If the course is discontinued by the Council, that part of the fee as represents the proportion which the remaining number of sessions bears to the total number of sessions in that particular course;

6.1.3. In any other case that may from time to time be established by the Council.

6.2. Any person who discontinues to attend a course or outing or who, for a valid reason is stopped by the Council from attending, shall not be entitled to any refund of fees.

Funding of courses.

7. Any surplus balance from the respective nominal accounts shall only be utilised for the further development of other courses or outings or for the organization of any other activity by the Council for the benefit of persons residing within its locality.

Call for tender.

8.1 The Council may issue a call for tenders in order to give a contract to any agency, authority, organization or any other person to organise a course or organizing an outing on behalf of the Council as stipulated in the Schedule to these Bye-Laws.

8.2 When the Council issues a call for tenders, the Council's authorization has to be by means of a contract according to the regulations and procedures applicable to the Local Councils.

8.3 The Council may on entering the contract mentioned in sub-article 8.2 of this article, authorise the contractor to organise those courses or outings authorised to him under the same agreements and conditions stipulated in these Bye-Laws, but the contractor cannot charge higher rates than those stipulated in the Schedule to these Bye-Laws.

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(Article 5.1.)

SCHEDULE

Course		Fee
Languages	Not more than	Lm45
Crafts & Hobbies	Not more than	Lm35
Art	Not more than	Lm40
Computer	Not more than	Lm50
First Aid	Not more than	Lm30
Sports	Not more than	Lm35
Trades	Not more than	Lm35
Drama	Not more than	Lm40
Parental Crafts/Skills	Not more than	Lm30
Management Skills	Not more than	Lm45

Outing

Outing (Malta)	Not more than	Lm12
Outing (Gozo)	Not more than	Lm15

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