L.C.B.L. 31/6/2005

LOCAL COUNCILS ACT
(CAP. 363)

Organization of Courses
(Kirkop Local Council) Bye-Laws, 2005

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

Citation and commencement.

1.1 The title of these Bye-Laws is Organization of Courses (Kirkop 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:–

"the Act" means the Local Councils Act;

"Council" means the Kirkop Local Council;

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

"locality" means the Kirkop locality.

Organization of courses.

3.1. The Council may from time to time organise such courses 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 which has already been advertised or to discontinue any course which has been commenced.

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

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

Applications for courses.

4.1. Any person desiring to attend a course shall submit an application on the appropriate form supplied by the Council:

Provided that the Council reserves the right to refuse an application 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.

Fees for attendance.

5.1. Applications shall be accompanied by the fees established in the Schedule to these Bye-Laws.

5.2. The Council may, in accordance with pre-estabhished criteria, exempt any person or any class of 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 the 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 shall include the details of applicant, course applied for, serial number, 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. If an application is made and the course is 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 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 for the organization of any other activity by the Council for the benefit of persons residing within its locality.

Call for tenders.

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 courses 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 shall be by means of a contract according to the regulations and procedures applicable to Local Councils.

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

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(Article 5.1.)

SCHEDULE

Fees due for Training Courses organised by the Kirkop Local Council

Course	Fee	
Languages	not more than	Lm30
Crafts and Hobbies	not more than	Lm30
Art	not more than	Lm30
Informative talks	not more than	Lm15
Outings	not more than	Lm15
Summer School	not more than	Lm20
Computer	not more than	Lm60
Performing Arts	not more than	Lm40
First Aid	not more than	Lm15
Sports	not more than	Lm40

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