

Provincial Gazette

6103

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Provinciale Roerant

6103

Vrydag, 23 Januarie 2004

As 'n Nuusblad by die Poskantoor Geregistreer

INHOUD

(*Herdrukke is verkrygbaar by Kamer 9-06, Provincialegebou, Dorpstraat 4, Kaapstad 8001.)

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BUDGET PRESCRIPTIONS FOR PUBLIC SCHOOLS			
<p>The Member of the Executive Council responsible for Education in the Province of the Western Cape has in terms of section 38(1) of the South African Schools Act, (Act 84 of 1996) as amended, promulgated the budget prescriptions set out in this Schedule.</p>			
SCHEDULE			
ARRANGEMENT OF PRESCRIPTIONS			
<ol style="list-style-type: none"> 1. Allocation of the budget responsibility. 2. Budget process and contents. 3. Approval of the budget. 4. Implementation of the budget. 			
<p>1. Allocation of the budget responsibility</p> <p>The governing body of a public school is responsible for the budget of that school in accordance with section 38(1) of the South African Schools Act (SASA), 1996 (Act 84 of 1996) as amended.</p>			
<p>2. Budget process and contents</p> <p>2.1 The school's development and strategic plan must be used as the basis for the budget.</p> <p>2.2 The appointment of a person who must co-ordinate the preparation of the budget from the inputs of the different departments, must be minuted at a governing body meeting.</p> <p>2.3 The budget must include the following:</p> <ul style="list-style-type: none"> 2.3.1 Actual income and expenditure of the previous financial year. 2.3.2 Projected income and expenditure for the full current financial year. 2.3.3 Estimated income and expenditure for the following year (the budget year) 2.3.4 Percentage variance (%) between the actual expenses of the previous year and the projected expenses for the current year for each line item. 2.3.5 Percentage variance (%) between the projected expenses for the current year and the budgeted expenses for each line item. 2.3.6 The following items must be included as income and expenses: <ul style="list-style-type: none"> (a) School fees <ul style="list-style-type: none"> • Gross school fees • Exemptions in respect of school fees • Bad debt in respect of school fees (b) Other income (transfer payments from WCED) <ul style="list-style-type: none"> • State allocation for Safe Schools • State allocation for Norms and Standards (section 21 schools only) • State allocation for unscheduled maintenance (non-section 21 schools only) • State allocation for municipal services (non-section 21 schools only) 			
<p>2.4 Toewysing van die verantwoordelikheid vir die begroting.</p> <p>2.5 Begrotingsproses en -inhoud.</p> <p>2.6 Goedkeuring van die begroting.</p> <p>2.7 Implementering van die begroting.</p> <p>2.8 Toewysing van die verantwoordelikheid vir die begroting.</p> <p>Die beheerliggaam van 'n openbare skool is verantwoordelik vir die begroting van sodanige skool ooreenkomsdig artikel 38(1) van die Suid-Afrikaanse Skolewet (SASA), 1996 (Wet 84 van 1996), soos gewysig.</p> <p>2.9 Begrotingsproses en -inhoud</p> <p>2.10 Die skool se ontwikkelings- en stategiese plan moet as grondslag gebruik word vir die skool se begroting.</p> <p>2.11 Die aanwyding van 'n persoon, wat aan die hand van die insette van die verskillende departemente die voorbereiding van die begroting koördineer, moet op 'n beheerliggaam-vergadering genotuleer word.</p> <p>2.12 Die begroting moet die volgende insluit:</p> <ul style="list-style-type: none"> 2.12.1 Werklike inkomste en uitgawes van die vorige boekjaar. 2.12.2 Projeksie van die inkomste en uitgawes vir die volle huidige boekjaar. 2.12.3 Beraamde inkomste en uitgawes vir die volgende jaar (die begrotingsjaar). 2.12.4 Persentasie-verskil (%) tussen die vorige jaar se werklike uitgawes en die huidige jaar se geprojekteerde uitgawes vir elke lynitem. 2.12.5 Persentasie-verskil (%) tussen die huidige jaar se geprojekteerde uitgawes en die begrote uitgawes vir elke lynitem. 2.12.6 Die volgende items moet ingesluit word as inkomste en uitgawes: <ul style="list-style-type: none"> (a) Skoolgeld <ul style="list-style-type: none"> • Bruto skoolgeld • Vrystellings van skoolgeld • Oninbare skuld ten opsigte van skoolgeld (b) Ander inkomste (oordragbetalings vanaf WKOD) <ul style="list-style-type: none"> • Staatstoekenning vir Veilige Skole • Staatstoekenning vir Norme en Standaarde (slegs artikel 21-skole) • Staatstoekenning vir ongeskeduleerde instandhouding (slegs nie-artikel 21-skole) • Staatstoekenning vir munisipale dienste (slegs nie-artikel 21-skole) 			

<ul style="list-style-type: none"> • State allocation for other expenses <p>(c) Other expenses</p> <ul style="list-style-type: none"> • Municipal services • Textbooks • Maintenance • Personnel expenditure: Governing Body appointments (indicate number of appointments) • Capital expenditure <p>2.3.7 Schedules, with details of current figures in respect of the following items:</p> <ul style="list-style-type: none"> (a) Capital expenditure (b) Investments (c) Other assets (d) Liabilities (e) Trusts <p>2.4 A separate budget for hostel income and expenses must be drafted in the same manner as the school's budget.</p>	<ul style="list-style-type: none"> • Staatstoekenning vir ander uitgawes <p>(c) Ander uitgawes</p> <ul style="list-style-type: none"> • Munisipale dienste • Handboeke • Instandhouding • Personeelkostes: Beheerliggaamaanstellings (dui getal aanstellings aan) • Kapitaaluitgawes <p>2.3.7 Bylaes, met besonderhede van huidige syfers rakende die volgende items:</p> <ul style="list-style-type: none"> (a) Kapitale uitgawes (b) Beleggings (c) Ander bates (d) Laste (e) Trusts <p>2.4 'n Aparte begroting vir koshuisinkomste en -uitgawes moet op dieselfde manier as die skool se begroting opgestel word.</p>
<p>3. Approval of the budget</p> <p>3.1 Approval by the governing body</p> <p>3.1.1 The treasurer of the governing body must evaluate the budget for completeness and accuracy and sign it as indication of support.</p> <p>3.1.2 The budget, together with the supporting documents and schedules, must be presented and explained to the governing body by the treasurer.</p> <p>3.1.3 The governing body must consider the budget and minute the adoption thereof before presenting it at the general meeting of parents for their approval.</p> <p>3.1.4 A general meeting must be convened with parents for the presentation and approval of the budget.</p> <p>3.2 Approval at the general meeting of parents.</p> <p>3.2.1 A notice and agenda must be sent to the parents at least 30 days before the meeting, detailing the particulars and purpose of the meeting to be held.</p> <p>3.2.2 The notice must contain the following:</p> <ul style="list-style-type: none"> (a) A schedule for current and proposed school fees (b) Notification that the criteria and procedures to be followed for fee exemptions may be obtained from the school. (c) Notification that the budget will be available for inspection at the school at least 14 days prior to the meeting. (d) An invitation, which contains the agenda of the meeting and invites parents to attend the meeting. (e) An explanation that a resolution will be proposed at the meeting, to be approved by the majority of parents present and voting, to approve the budget and the proposed school fees, and that this decision will be binding on all parents. 	<p>3. Goedkeuring van die begroting</p> <p>3.1 Goedkeuring deur die beheerliggaam</p> <p>3.1.1 Die tesourier van die beheerliggaam moet die begroting vir volledigheid en akkuraatheid evalueer en onderteken as aanduiding van die ondersteuning.</p> <p>3.1.2 Die begroting, tesame met die stawende dokumente en bylaes, moet deur die tesourier aan die beheerliggaam voorgelê en verduidelik word.</p> <p>3.1.3 Die beheerliggaam moet die begroting oorweeg en die aanvaarding daarvan notuleer voordat dit by die algemene vergadering van ouers vir hul goedkeuring voorgelê word.</p> <p>3.1.4 'n Algemene vergadering moet met die ouers belê word vir die voorlê en goedkeuring van die begroting.</p> <p>3.2 Goedkeuring by die algemene vergadering van ouers.</p> <p>3.2.1 'n Kennisgewing en agenda wat die besonderhede en doel van die vergadering wat gehou sal word uiteensit, moet ten minste 30 dae voor die vergadering aan die ouers gestuur word.</p> <p>3.2.2 Die kennisgewing moet die volgende bevat:</p> <ul style="list-style-type: none"> (a) 'n Skedule van huidige en voorgestelde skoalgeld. (b) 'n Kennisgewing dat die kriteria en prosedures wat vir skoalgeldvrystellings gevvolg moet word, by die skool verkrybaar is. (c) 'n Kennisgewing dat die begroting ten minste 14 dae voor die vergadering by die skool ter insae sal wees. (d) 'n Uitnodiging, wat die agenda van die vergadering weergee en ouers uitnooi om die vergadering by te woon. (e) 'n Verduideliking dat 'n mosie by die vergadering voorgestel sal word wat deur die meerderheid ouers teenwoordig wat stem, goedgekeur moet word vir die goedkeuring van die begroting en die voorgestelde skoalgelde en dat hierdie besluit op alle ouers bindend sal wees.

<p>3.2.3 The meeting</p> <ul style="list-style-type: none"> (a) An attendance register must be kept. (b) The minutes of the previous parent budget meeting must be read to the meeting. (c) The proceedings and the decisions taken at the meeting must be minuted. (d) The detailed budget, as described above, must be presented to the parents. (e) Approval of the budget requires that the majority of parents present vote in favour. (f) The following must be voted on individually: <ul style="list-style-type: none"> (i) The amount of the fees to be charged per phase. (ii) Equitable criteria and procedures for the total, partial or conditional exemption of parents who are unable to pay school fees. (iii) The budget. <p>3.3 Approval of the budget.</p> <p>3.3.1 Should the budget not be adopted by the majority of parents, the adjustments as proposed by the majority of parents present and voting, must be implemented by the governing body.</p> <p>3.3.2 The governing body must ratify the budget as approved by the parents. The principal, treasurer and chairperson of the governing body must sign the budget.</p> <p>4. Implementation of the budget</p> <p>4.1 The governing body must ensure that full detail regarding the school fees for the new year with notification that the criteria and procedures for exemption are available at the school, are published in the next parent newsletter.</p> <p>4.2 A copy of the signed budget and minutes of the parents' budget meeting must be submitted to the relevant EMDC Director by no later than 1 December of each year.</p>	<p>3.2.3 Die vergadering</p> <ul style="list-style-type: none"> (a) 'n Teenwoordigheidsregister moet gehou word. (b) Die notule van die vorige ouerbegrotingsvergadering moet aan die vergadering gelees word. (c) Die verrigtinge en besluite van die vergadering moet genoutleer word. (d) Die volledige begroting, soos hierbo beskryf, moet aan die ouers voorgelê word. (e) Goedkeuring van die begroting vereis dat die meerderheid ouers teenwoordig ten gunste daarvan stem. (f) Daar moet individueel vir die volgende gestem word: <ul style="list-style-type: none"> (i) Die bedrag van skoolgelde wat per fase gehef staan te word. (ii) Billike maatstawwe en prosedures vir die algehele, gedeeltelike of voorwaardelike vrystelling van ouers wat nie in staat is om skoolgeld te betaal nie. (iii) Die begroting. <p>3.3 Goedkeuring van die begroting</p> <p>3.3.1 Indien die meerderheid van die ouers nie ten gunste van aanvaarding van die begroting stem nie, moet die beheerliggaam die wysigings soos voorgestel en aanvaar deur die meerderheid van die ouers teenwoordig wat stem, implementeer.</p> <p>3.3.2 Die beheerliggaam moet die begroting, soos goedgekeur deur die ouers, bekratig. Die prinsipaal, tesorier en voorzitter van die beheerliggaam moet die begroting onderteken.</p> <p>4. Implementering van die begroting</p> <p>4.1 Die beheerliggaam moet toesien dat die besonderhede van skoolgelde vir die nuwe jaar, tesame met vermelding dat die kriteria en prosedures vir kwytsekelding by die skool beskikbaar is, in die daaropvolgende ouernuusbrief gepubliseer word.</p> <p>4.2 'n Afskrif van die ondertekende begroting en die notule van die ouerbegrotingsvergadering moet teen nie later nie as 1 Desember van elke jaar aan die betrokke OBOS-direkteur voorsien word.</p>
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P.N. 11/2004

23 January 2004

GEORGE MUNICIPALITY

REMOVAL OF RESTRICTIONS ACT, 1967
(ACT 84 OF 1967)

I, Gerhard van Lille, in my capacity as Acting Assistant Director in the Department of Environmental Affairs and Development Planning: Western Cape, acting in terms of the powers contemplated by section 2(1) of the Removal of Restrictions Act, 1967 (Act 84 of 1967), duly delegated to me in terms of section 1 of the Western Cape Delegation of Powers Law, 1994, and on application by the owner of Erf 2044, Mossel Bay, remove conditions B.A.(b), B.A.(c) and B.B.(f) contained in Deed of Transfer No. T.18984 of 1995.

P.K. 11/2004

MUNISIPALITEIT GEORGE

WET OP OPHEFFING VAN BEPERKINGS, 1967
(WET 84 VAN 1967)

Ek, Gerhard van Lille, in my hoedanigheid as Waarnemende Assistent-Direkteur in die Departement van Omgewingsake en Ontwikkelingsbeplanning: Wes-Kaap, handelende ingevolge die bevoegdheid beoog in artikel 2(1) van die Wet op Opheffing van Beperkings, 1967 (Wet 84 van 1967), behoorlik aan my gedelegeer ingevolge artikel 1 van die Wes-Kaapse Wet op die Delegasie van Bevoegdhede, 1994, en op aansoek van die eienaar van Erf 2044, Mosselbaai, hef voorwaardes B.A.(b), B.A.(c) en B.B.(f) vervat in Transportakte Nr. T.18984 van 1995, op.