



## Policy No 2013 - 13

### Rates & Charges Policy

Responsible Officer: General Manager

For Review By: General Manager

Next Review Date: 31/8/2020

Signed By: ..... *[Signature]* ..... *12/12/16* .....  
Mayor Date  
..... *[Signature]* ..... *12/12/16* .....  
General Manager Date

Adopted at Council Meeting 20/10/2015  
Reviewed by Council 06/12/2016

## **1. Policy Statement**

Council rates are a form of property tax levied by Local Government as the primary source of funding for the many mandatory and discretionary services that are provided. Rates are administered in line with the *Local Government Act 1993* which allows some flexibility for each Council to make decisions that suits its local community.

As rates are a method of taxation, the total amount of rates paid may directly relate to the services used by each ratepayer.

Property values (set by the Valuer-General) play an important role in determining how much each individual ratepayer contributes to the cost of delivering Council services and activities.

All land within a Council area, except for land specifically exempt (e.g. Crown land, Council occupied land and other prescribed land) is rateable. Council also raises revenue through fees and charges, which are set, giving consideration to the cost of the service provided and any equity issues.

## **2. Scope**

This policy provides a high level framework within which Council will set rates and charges to be levied on properties within its municipal area. It is intended to inform the decision making process, however does not represent the making of specific decisions with respect to property rating. Such decisions will be made annually, or as required, in accordance with relevant legislative requirements.

## **3. Specific Legislative Requirements**

The *Local Government Act 1993* requires Council's policy to take account of the following matters:

- (a) That rates constitute taxation for the purposes of the Local Government rather than a fee for service
- (b) The value of rateable land is an indicator of the capacity of the ratepayer in respect of that land to pay rates.

## **4. Policy Details**

Council is faced with balancing its service levels, the needs and expectations of the community and setting appropriate tax levels to adequately resource and fulfil its roles and responsibilities. In determining rates for a financial year, Council gives primary consideration to:

- Council's Strategic Plan
- The Local Government Act 1993

- Current economic climate, and
  - Likely impacts on the community
- 4.1 General rates will be levied on all rateable properties, regardless of the extent to which Council services are used by the owners or residents of those properties. This is consistent with the principle of rates being a form of taxation (as determined by *S86A(1) of the Local Government Act 1993*).
- 4.2 The primary basis for determining the level of general rates (and, where determined appropriate, other rates) levied on individual properties will be the assessed annual value (AAV) of each property. This is consistent with the value of land being an indicator of capacity to pay (as determined by *S86A(1) of the Local Government Act 1993*).
- 4.3 Council considers that the General Rate should comprise two parts:
- (a) A fixed charge component - Council considers the imposition of a fixed charge is the most fair and equitable means of ensuring that all ratepayers contribute equally to the administration of Council's services and the development and maintenance of the Community's infrastructure; and
  - (b) A cents in the dollar of the Assessed Annual Value (AAV) – which is an indicator of the capacity to pay

The total revenue raised from the fixed charge component cannot exceed an amount equal to 50 per cent of the council's general rate for the year. The general rate must be applied to all ratepayers and cannot be varied.

- 4.4 Council will levy one or more service rates for fire protection, with associated minimums. These will be levied in accordance with notifications provided by the State Fire Commission under relevant legislation.
- 4.5 Council will levy a service charge in respect of waste management for the making available of waste management services comprising waste disposal areas, waste transfer stations, domestic roadside bins, town door to door garbage and recycling collections and other related waste management facilities. This will be based on a fixed charge and will be varied according to use or non-use of land.

### **Adoption of Valuations**

- 4.6 Council adopts the "AAV" as assessed by the Valuer-General as the valuation method to be used in determining rates. If a ratepayer is dissatisfied with the valuation made, the ratepayer may object to the Valuer-General in writing.

- 4.7 Council has no role in the assessment of objections to valuations. The lodgement of an objection does not alter the due date for the payment of rates. Rates must be paid in accordance with the Rates Notice until otherwise notified by Council.

### **Rate Concessions**

- 4.8 The State Government, in providing equity across Tasmania, funds a range of concessions in relation to Council rates. The concessions are administered by various State Government agencies that determine eligibility and pay the concession directly to Council on behalf of the ratepayer. Concessions are available only on a ratepayer's principle place of residence.
- 4.9 Ratepayers seeking a rate concession are not to withhold payment of rates pending assessment of an application by the State Government. Rates must be paid in accordance with the Rate Notice.
- 4.10 A refund will be paid to an eligible person if Council is advised a concession applies and rate instalments have already been paid.

An eligible person is a ratepayer who holds a Pensioner Concession Card, DVA Gold Card or Government Health Care Card is entitled to a remission of rates subject to a range of criteria. This remission does not apply to holders of Commonwealth Seniors Health Cards.

### **Payment of Rates**

- 4.11 Council rates are payable by four equal instalments. The total outstanding balance of rates may be paid in full at any time. Any arrears outstanding are payable with the first instalment.
- 4.12 Any ratepayer who may, or is likely to, experience difficulty with meeting the standard quarterly payment should contact the Rates Department to discuss alternative payment arrangements.

### **Late Payment of Rates**

- 4.13 Council has determined that penalties for late payments will be imposed in accordance with provisions of the *Local Government Act 1993*.
- 4.14 A penalty of 10% of the unpaid instalment may be imposed on instalments not paid by the due date.

### **Recovery of Rates**

- 4.15 In accordance with sound financial management principles, Council's Rates Department will apply prudent debt management practices to Rate Debtors. This includes an ongoing review of rates in arrears and following a systematic debt recovery approach.
- 4.16 Rates, which remain in arrears for a period exceeding 30 days from the due date of the instalment, will be subject to recovery action.
- 4.17 Prior to taking legal action, Council will provide the ratepayers with a notice in writing of its intention to recover the outstanding debt through the Courts and provide 14 days for payment prior to lodging the outstanding debt with its solicitors.

### **Sale of Land for Non-payment of Rates**

- 4.18 The *Local Government Act 1993* provides that a Council may sell any property where the rates have been in arrears for a period of three years or more. Council is required to:
- (a) Notify the owner of the land of its intention to sell the land
  - (b) Provide the owner with the details of the outstanding amounts; and
  - (c) Advise the owner of its intention to sell the land if payment of the outstanding amount is not received within 90 days. Except in extraordinary circumstances, Council will enforce the sale of land for arrears of rates.

### **Remission of Rates**

- 4.19 Application for remissions of rates and charges will be considered under the discretionary provisions of *Section 129 of the Local Government Act 1993*.

### **Objections to Rate Notice**

- 4.20 *Section 123 of the Local Government Act 1993* sets out the grounds on which a person may object to a rates notice.

## **5. Review of Policy**

- 5.1 Reviewed, at a minimum, on a four yearly basis.

## **6. Disclaimer**

- 6.1 A rate cannot be challenged on the basis of non-compliance with this policy and must be paid in accordance with the required payment provisions.
- 6.2 Where a ratepayer believes that the Council has failed to properly apply this policy it should raise the matter with Council. In the first instance, contact should be made with the Rates Department.