

Deferment of Rates Due to Hardship Policy

Minute Book Number	277-15/16
Classification	Administration – Revenues
Date Approved	
Review Frequency	Annually (at Budget Meeting)
Last Reviewed	
Next Review Date	
Responsible Officer	Manager Finance & Administration
Council File Reference	9.63.1.1
Applicable Legislation	Local Government Act, 1999

Legislation

Remissions of rates, fines and postponement of rates on the basis of hardship are provided for under the Local Government Act 1999. In particular Section 182 contains provisions for remission or postponement of rates in whole or in part on the basis of hardship.

Application for remission of rates and postponement

To apply for a remission of general rates or a postponement of rates on the basis of ongoing financial hardship please complete all sections of the attached form.

All details supplied are confidential.

Eligible seniors (holders of a current state seniors card) applying for postponement of rates must complete a 'Postponement of rates for seniors' application form and should not apply using this remission application form.

Rate remissions and postponements – financial hardship

We will accept applications for remission of rates or postponement of rates from ratepayers suffering ongoing or extreme financial hardship, and will consider each application on its own merits. Postponed rates (on the basis of hardship) are also subject to evidenced ongoing extreme hardship criteria. In most instances:

- Applicants will be required to attend an accredited financial counsellor who must prepare a current income and expenditure statement (*this service is available free of charge through some charitable organisations eg Uniting Care Wesley but no longer offered through Families SA*)
- The counsellor must review the income and expenditure statement and prepare a suggested budget (where appropriate)
- The counsellor must prepare a letter for Council substantiating the current financial circumstances, indicating any advice, assistance provided to the ratepayer and their reasons supporting that a rate remission be granted
- A copy of these documents must be provided to Council to support the remission application

- Other information or evidence may also be requested in certain circumstances.

Property valuation and rates payable

As rates are based on property value, prior to lodging any application for remission, the ratepayer should first determine if they consider their valuation to be a fair assessment of their property. If the valuation is considered to be incorrect, an objection to valuation must be lodged through the State Valuation office within 60 days after the service of the first rate notice for the current year. Please telephone the State Valuation office on 1300 653 346 to discuss any valuation issues.

Payment of rates pending processing of remission application

Where a ratepayer has applied for a remission of rates or postponement of rates, payment of any amounts due cannot be deferred pending the outcome of their application. Amounts due must be paid as invoiced or statutory fines or interest will apply. Where a rates remission is granted, the applicant will be advised in writing and the adjusted amount will be reflected in the following rates notice.

Section A – Ownership/ratepayer details

Name of ALL ratepayer(s):	
Postal address:	
Daytime telephone:	
Name of owner: (Complete only if different to Ratepayer details or indicate 'as above')	
Property address:	
Rates account no:	
Purchase date of property:	
Is this your principal place of residence?:	Yes / No
Please list ANY other properties owned: (attach list if insufficient space provided)	

Section B – Occupant details

Please provide details of all occupants of the property

For the column marked 'Status' – please indicate if this person is employed, unemployed, pensioner, SFR concession holder, dependant child or other suitable description (attach list if insufficient space).

Occupant No.	Name	Relationship (spouse etc)	Status
1.		occupant/owner	
2.			
3.			
4.			
5.			
6.			

Section C – Concession details

Please provide details of any concessions for which all ratepayers/occupiers are/may be eligible.

Concession Types = Pensioner, SFR concession, Centrelink beneficiary, Health Care card holder.

Occupant no.	Concession type	Pensioner, Seniors card, Centrelink or card number (shown on your card)	Date of grant or date benefits commenced
1.			
2.			
3.			
4.			

Have you received or applied for the appropriate concession toward council rates for the current financial year? **Yes No** (Please circle answer)

If the answer to the above question is 'No' do you require information on how to apply for the concessions available? **Yes No** (Please circle answer)

Section D – Rates/fines remission or postponement

Amount of general rate remission requested:	\$
Amount of fines remission requested:	\$

Are you requesting a postponement of rates? **Yes No** (please circle response)
 Note: Seniors applying for postponed rates must complete the appropriate application form.

Please state reason for this request – THIS INFORMATION MUST BE PROVIDED:
 (If insufficient space attach separate sheet)

Please complete the following questions.

Do you consider the Capital Value shown on your annual rate notice to be a fair assessment for the property? **Yes No** (Please circle response)

Have you lodged an objection to the valuation with the State Valuation office for the current financial year? **Yes No** (Please circle response)

Please note: If you have responded 'No' to both of the above questions you must lodge an objection to valuation (please see instructions on page 1 of this document). Applications for remissions will not be considered unless any issues with the valuation have been resolved.

Have you previously received remissions of rates on the basis of ongoing financial hardship?

Yes No (Please circle response)

Legal Declaration

I wish to apply for a remission on my rates for the 2016-17 financial year and declare that the information shown above is true and correct:

Signed: _____ Date: _____

Please forward the completed application (marked confidential) to:

Clare & Gilbert Valleys Council
Rates Office
4 Gleeson Street
CLARE SA 5453

Once the application has been assessed, you will be advised of the outcome in writing. Until you are advised of the outcome of your application please ensure that you pay your rates as per your Rates Notice. Payment of any amounts due cannot be deferred or statutory fines or interest will apply.