



## Rates – Deferment due to Hardship Policy

|                                   |                            |
|-----------------------------------|----------------------------|
| <b>Responsible Officer</b>        | Chief Executive Officer    |
| <b>Relevant Delegations</b>       | Manager Corporate Services |
| <b>Legislation and References</b> | 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

| File Path   | Last review  | Next review  | Page        |
|---|--------------|--------------|-------------|
| W:\Council Agendas\Corporate Governance\2018\June 2018\Council Policies\Rates - Deferment Due To Hardship Policy.Docx | January 2022 | January 2022 | Page 1 of 5 |

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# Rates – Deferment due to Hardship Policy

- 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.

## Review & Availability

This policy will be reviewed every four years, or as required.

The public may obtain a copy of this policy without charge at the Council offices during office hours

The policy is also available on Council’s website [www.claregilbertvalleys.sa.gov.au](http://www.claregilbertvalleys.sa.gov.au)

## References

Local Government Act 1999

## Document History

| Approved by | Issue Date | Minute Reference – Details of Review  |
|-------------|------------|---|
| CGVC        | 07/11      | Adopted by CGVC in July 2011 and reviewed annually at adoption of Rates meeting |
| CGVC        | 18/06/18   | Adopted reviewed Policy CGVC  |

SIGNED: .....

CEO

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

| File Path   | Last review  | Next review  | Page        |
|---|--------------|--------------|-------------|
| W:\Council Agendas\Corporate Governance\2018\June 2018\Council Policies\Rates - Deferment Due To Hardship Policy.Docx | January 2022 | January 2022 | Page 2 of 5 |

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# Rates – Deferment due to Hardship Policy

## Section A – Ownership/ratepayer details

|  |          |
|--|----------|
| Name of ALL ratepayer(s):  |          |
| Postal address:  |          |
| Daytime telephone:   |          |
| Name of owner:<br>(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:<br>(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, dependent 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.           |      |                           |        |

| File Path   | Last review  | Next review  | Page        |
|---|--------------|--------------|-------------|
| W:\Council Agendas\Corporate Governance\2018\June 2018\Council Policies\Rates - Deferment Due To Hardship Policy.Docx | January 2022 | January 2022 | Page 3 of 5 |

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## 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)

|  |
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| File Path   | Last review  | Next review  | Page        |
|---|--------------|--------------|-------------|
| W:\Council Agendas\Corporate Governance\2018\June 2018\Council Policies\Rates - Deferment Due To Hardship Policy.Docx | January 2022 | January 2022 | Page 4 of 5 |



## Rates – Deferment due to Hardship Policy

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 2018-19 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.

| File Path   | Last review  | Next review  | Page        |
|---|--------------|--------------|-------------|
| W:\Council Agendas\Corporate Governance\2018\June 2018\Council Policies\Rates - Deferment Due To Hardship Policy.Docx | January 2022 | January 2022 | Page 5 of 5 |

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