



Remission of Penalties

Applicant Details

Owners Name _____

Postal Address _____

Contact number _____ Email _____

Property ID(s) for consideration _____

Comments

Remissions will be approved as per policy criteria and conditions. (See Overleaf)

No more than one penalty remission will be applied within the current rating year.

If you have completed a Direct Debit application the penalty remissions will automatically be applied.

I declare that all the details provided are true and correct

Signature _____ Date _____

Name (please print) _____

Office use only

Application Approved / Declined

Delegated officer's signature _____ Date _____

Policy 17/103 Remission of Penalties

Objectives of the Policy

Penalties are added where rates have not been received by the due date. Further penalties are added where previous years' arrears remain unpaid three months after the end of the rating year.

The objective of this policy is to enable Council to act fairly and reasonably in relation to penalties applied when rates have not been received by the due date.

Criteria and conditions

Penalties on rates may be remitted when the ratepayer has applied for rates remission under this policy and provided information in the prescribed form on how the relevant criteria are satisfied and has completed relevant statutory declarations as may be required by Council and one or more of the following criteria are met:

1. Where the ratepayer meets the payment conditions agreed with Council to resolve rates arrears.
2. Where the ratepayer has an otherwise good payment history and has not received a penalty remission within the past and current financial year.
3. Where there are extenuating circumstances, such as significant family disruption, illness or accident.
4. Where the ratepayer pays rates by direct debit and future rates and rates arrears are addressed in an agreed timeframe.
5. If the ratepayer stops adhering to the agreed payment conditions, the remission of penalties can be cancelled, with relevant penalties being reinstated and becoming due and owing (except where relevant limitation periods preclude recovery).
6. The remission will apply to the period in which the application is approved and may not necessarily be backdated to previous years.
7. The ratepayer has applied for rates remission under this policy and provided information in the prescribed form on how the relevant criteria are satisfied and has completed relevant statutory declarations as may be required by Council.

Delegations

Decisions on remission of penalties under this policy will be delegated to officers as set out in Council's delegation manual.