

RATES CHARGES

Policy Owner: Director Corporate Strategy and Performance

Contact Person: Manager Finance

Date of Approval: 14 December 2010 – CS06-12/10

Objective

To establish a standard for charges relating to rates and service charges in accordance with the Local Government Act 1995 and the Local Government (Financial Management) Regulations 1996.

Statement

The following payment options, time frames, charges and interest rates shall apply to rates and service charges.

Option	Admin Charge	Late payment Interest Charge	Incentive	Due dates
Pay in full	Nil	N/a	No	35 days following issue of rate notice
2 equal instalments	Yes – 1 only	Yes	No	35 days following issue of rate notice; and 63 days after due date of 1st instalment
4 equal instalments	Yes – 3 only	Yes	No	35 days following issue of rate notice; 63 days after due date of 1st instalment; 63 days after due date of 2nd instalment; 63 days after due date of 3 rd instalment;
Special Repayment Arrangements	Yes	Yes	No	As determined in agreement

An administration fee as adopted in the annual budget, together with an interest charge, not greater than the maximum rate of interest allowed under Regulation 68 of the Local Government (Financial Management) Regulations 1996, is applicable. Such interest is to be calculated in accordance with Regulation 69 of the Local Government (Financial Management) Regulations 1996, being on a simple interest basis by applying the rate of interest imposed by the local government to the amount of each instalment for the period between the due date of the first instalment and the due date of each subsequent instalment.

Special Repayment Arrangements

In accordance with the provisions of Section 6.49 of the Local Government Act 1995, a local government* may enter into special payment arrangements with ratepayers for the payment of rates and service charges. An administration fee per assessment as adopted in the annual budget will apply for each payment arrangement.

**Pursuant to Delegation 3.5, this function has been delegated to the Chief Executive Officer who in turn has delegated it to the Director Corporate Strategy and Performance, and Manager Finance.*

Responsibility for Implementation

Manager Finance

Version	Next Review	Record No:
21 May 2002 - CS02-05/02		
27 June 2006 – CS08-06/06		
21 October 2008 – CS04-10/08		
14 December 2010 – CS06-12/10	December 2012	TRIM10/60706