



## DISTRICT COUNCIL OF LOXTON WAIKERIE

### Remission & Postponement of Fines & Interest Policy

<b>Policy Identification:</b>	
Policy type:	Finance - rates
Summary:	To outline the various provisions relating to the remission of fines and interest for late payment of all rates and charges according to the different circumstances involved
Record number:	7.63.1
Date of adoption or approval:	14 July 2006
Last review date:	20 July 2018
Next review date:	July 2019 Annual Review
Authorised by:	Council
Responsible department:	Corporate and Community Services
Responsible officer:	Chief Financial Officer
Review officer:	
Consultation required:	
Relevant references:	
Delegations:	
Legislation:	Local Government Act 1999
Related policies:	Rate Relief Policy
Related procedures:	

#### 1. Purpose

To outline the provisions relating to the remission of fines and interest for late payment of all rates and charges according to the different circumstances involved.

#### 2. Policy Statement

The following circumstances are as listed below:-

##### 2.1 Fines and interest raised due to delay of postal service in forwarding the rate payment.

Where a request is received by Council to waive fines and/or interest for the reason of delay between postage of payment of rates and receipt by Council of the payment, fines and/or interest will only be waived where it can be demonstrated that the payment was posted, by way of Australia Post date stamp or other conclusive evidence, to Council no less than three (3) working days prior to the last day to pay the instalment.

##### 2.2 Fines and interest raised for the reason of non receipt of the rate notice by the ratepayer.

Fines and interest will be waived for the reason of non receipt of rates notices only where it can be demonstrated that either the rates notice has been returned to

Council as undeliverable or where a clerical error on Council's behalf has resulted in non-delivery of the rates notice.

**2.3. Fines and interest raised for the reasons of prior notification of change of address of ratepayer.**

Council's policy in relation to notification of change of billing address for ratepayers is that all such changes are to be addressed to the Council in writing, or on the prescribed form available from the Council office.

**2.4 Fines and interest raised due to clerical error on Council's part.**

Council will waive fines and interest as a result of any clerical error on the part of Council.

**2.5 Fines and interest raised due to illness, death or other extenuating circumstances.**

That all requests made for waiving of fines and/or interest due to illness, death or extenuating circumstances be assessed with reference to Council's financial hardship policy and the appropriate action be taken.

**3. Principles**

This policy has been developed to meet Council's core values. Our core values are the principles, attributes and qualities we hold as important that we will display in the way we go about our business.

Core Values

*We are*  
**GENUINE**

Adhering to moral and ethical principles, being honest, accountable, trustworthy and authentic.

*We will*  
**LISTEN**

Communicating as well as engaging the community in an open, honest and constructive manner at all times.

*We are*  
**CARING**

Showing respect, compassion and empathy and being supportive of each other and our community.

*We will be*  
**INNOVATIVE**

Seeking out and making use of new ideas and opportunities, showing initiative and being progressive, proactive and creative.

*We are*  
**UNITED**

Working as a team in an inclusive, co-ordinated and collaborative manner to achieve our common goals.

*We will aim for*  
**EXCELLENCE**

Consistently delivering quality service outcomes and endeavouring to be a high performance organisation.



#### 4. Availability of Policy

This Policy will be available for inspection at the Council Offices at Loxton or Waikerie during ordinary business hours at no charge.

Copies of this Policy will also be available from Council's website [www.loxtonwaikerie.sa.gov.au](http://www.loxtonwaikerie.sa.gov.au) or postal copies may be obtained from the Council Office free of charge.

#### 5. Document history and version control

Date	Version	Authorisation: Council/ Committee /Senior Management Team	Amendment details
14/07/2006	1.0	Council at the meeting of 14 July 2006	First version
18/07/2008	1.0	Council at the meeting of 18 July 2008	No changes noted
17/07/2009	1.0	Council at the meeting of 17 July 2009	No changes noted
16/07/2010	1.0	Council at the meeting of 16 July 2010	No changes noted
22/07/2011	1.0	Council at the meeting of 22 July 2011	No changes noted
02/08/2012	1.0	Council at the meeting of 2 August 2012	No changes noted
01/08/2013	1.0	Council at the meeting of 1 August 2013	No changes noted
08/07/2014	1.0	Council at the meeting of 8 July 2014	No changes noted
03/07/2015	1.0	Council at the meeting of 3 July 2015	No changes noted
08/08/2016	1.1	Council at the special meeting of Council 8 August 2016	Minor amendments to note the policy template and the addition of document history and version control
03/08/2017	1.2	Council at the special meeting of Council 3 August 2017	Minor amendment to note that hard copy policies are now supplied free of charge
20/07/2018	1.3	Council at the meeting of 20 July 2018	Reference noted to Council's Financial Hardship Policy and addition of Council's value statement