

FP018 – Rates Instalment Plan

1. Intention

To allow consideration for an alternative payment arrangement other than those specified in the *Local Government Act 1995*.

2. Scope

This policy applies to ratepayers of the Shire of Waroona.

3. Statement

In accordance with section 6.49 of the *Local Government Act 1995* Council will permit the payment of rates and charges by instalments in excess of four payments. Such approvals shall be given in extenuating circumstances only and conducted within the following guidelines:

1. Minimum amount due to qualify for additional instalment shall be \$100.
2. Applications must be by agreement of the official form.
3. Minimum repayment amount per instalment be set at \$50 per fortnight.
4. Repayments are to be made by means of electronic funds transfer from a nominated bank account and evidence of this arrangement is to be provided.
5. Instalment plan to be completed by 30th June of each rating financial year unless approval is provided by the CEO to extend payment arrangements beyond this date.
6. An administration charge of \$40 per agreement shall apply.

4. Legislative and Strategic Context

The *Local Government Act 1995* and the associated subsidiary legislation provide the broad framework within which this policy operates.

5. Review

This policy is to be reviewed triennially.

6. Associated Documents

Nil.

Division	Finance
Policy Number	FP018
Contact Officer	Manager Corporate Services
Related Legislation	Local Government Act 1995
Related Shire Documents	Nil

Risk Rating	Low	Review Frequency	Triennially	Next Review	June 2027
Date Adopted	22/06/2004				OCM04/083

Amendments		
Date	Details of Amendment	Reference
24/11/2009	Updated as part of major review.	OCM09/197
24/11/2015	Updated as part of major review.	OCM15/11/138
18/12/2018	Updated as part of major review.	OCM18/12/126
22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071
25/06/2024	Reviewed with minor amendments	OCM24/06/090
Previous Policies		
FIN014 – Rates Instalment Plan		
3.10 – Rates Instalment Plan		