

# Rates & Charges Collection Policy



**Responsible Division** Corporate & Strategy

---

**Responsible Business Unit/s** Financial Services

---

**Responsible Officer** Manager Financial Services

---

**Affected Business Unit/s** Financial Services

---

**Document Ref** 4546131

---

## Purpose

The City of Bayswater is committed to ensuring that all ratepayers are treated fairly and consistently in the process for collection of rates and charges and that the City's financial resources are appropriately managed.

This policy outlines the City of Bayswater's position for efficient and effective collection of rates and charges and reimbursements.

## Policy Statement

In line with this strategic goal a refund of rates money paid by ratepayers will occur, on request, when a ratepayer is on an instalment plan and an over payment occurs on an instalment.

The City may develop such internal processes and management practices as it considers appropriate to implement this policy and to give effect to, and ensure consistency with, the relevant provisions of the *Local Government Act 1995*.

## Definitions

*Nil.*

## Related Legislation

*Rates and Charges (Rebates and Deferments) Act 1992*

*Local Government Act 1995:*

- *section 6.55*
- *section 6.60*
- *section 6.64*

## Related Documentation

*Nil.*

<b>Relevant Delegations:</b>	Delegated Authority Register FM-D06 Recovery of Unpaid Rates or Service		
<b>Risk Evaluation</b>	Low		
<b>Council Adoption</b>	23 April 1996		
<b>Review/Modified</b>	24 April 2001		
<b>Review/Modified</b>	27 May 2008		
<b>Review/Modified</b>	8 March 2016	<b>Resolution</b>	13.2
<b>Review/Modified</b>	28 Feb 2017	<b>Resolution</b>	10.9
<b>Review/Modified</b>	27 March 2018	<b>Resolution</b>	13.3.1
<b>Review/Modified</b>	25 July 2023	<b>Resolution</b>	10.5.1.5
<b>Next Review Due</b>	July 2027		