



Northern Peninsula Area Regional Council

Title: Service Charges Concessions Policy

Policy No: FIN-100

Adopted By: Council

Next Review Date: 2026

Responsibility: Chief Executive Officer

Document Number

Version	Decision Number	Adoption Date	History
1	C11.1-22122021	22 December 2021	
2	C12.2-25072023	25 July 2023	
3	C6.1.9-28062024	28 June 2024	
4	SC6.2-19062025	19 June 2025	

1. Policy Summary

The purpose of this policy is to establish guidelines to assess requests for service charges concessions to alleviate their impact on community-focused organisations.

No reference in the policy is made to rates as the Council cannot charge rates in accordance with the requirements of section 93 of the Local Government Act 2009.

The policy has been developed to ensure consistency in the determination of concessions for service charges with respect to Chapter 4, part 10 of the Local Government Regulation 2012.

In considering the application of concessions the Council will be guided by the principles of:

- The same treatment for service charge payers with similar circumstances.
- Transparency by making clear the requirements necessary to receive concessions.
- Flexibility to allow the Council to respond to local economic issues.

Consideration may be given by the Council to granting a class concession in the event all or part of the Northern Peninsula area is declared a natural disaster area by the State Government.

This policy applies to any person, group or organisation seeking rebates and concessions for service charges.

The scope of this policy is limited to concession types under section 121(a) and 121 (b) of the Local Government Regulation 2012 being:-

- a) A rebate of all or part of the service charges;
- b) An agreement to defer payment of the service charges.

2. Background

The Council must levy rates and charges and requires payments of rates and charges within a specified period adopted by the Council. It is the Council's policy to levy and pursue the collection of all outstanding charges diligently but with due concern for the following:



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- Financial hardship which may be faced by some members of the community;
- Economic development of the region;
- Sporting clubs, service clubs, community not-for-profit organisations and other organisations which have cultural, environmental, heritage or historical significance; and
- Approved pensioners

S121 of the Local Government Regulation 2012 will only allow local governments to grant a ratepayer a concession for rates and charges by:-

- a) A rebate of all or part of the rates or charges;
- b) An agreement to defer payment of the rates or charges;
- c) An agreement to accept a transfer of unencumbered land in full or part payment of the services charges.

3. Policy

3.1 Concession Categories

Concessions will be considered for the following ratepayer categories.

3.1.1 Community Organisations, Not-For Profit and Charitable Organisations

Council will consider applications from sporting bodies/associations, service clubs, not-for-profit community organisations and registered charities subject to the following criteria:

- The organisation must be the lessee of the land within the Northern Peninsula Area Regional Council local government area and be able to demonstrate that it is legally responsible for payment of the service charges levied.
- The organisation must have no outstanding debts owing to Council outside of normal commercial terms or a suitable commercial arrangement has been made and complied with.
- The organisation must not be controlled by a government department, or wholly or substantially owned by local, state or federal government (GOC's).
- Land or buildings must not be used for commercial enterprises.
- No concessions will apply to the Emergency Management Levy, Rural Fire Service Levy, or Cleansing charges.
- The application will only be accepted on the Council's form "Application Rates and Water Access Concession for Community Organisations". This form must be completed by the applicant in its entirety and must include supporting information sufficient to allow the application to be fully assessed.
- The property is not used for residential purposes unless used for short-term accommodation for homeless, respite services or at-risk persons.
- The property must not be subject to a general rate exclusion, waiver or concession by virtue of a condition contained in a lease of a reserve from the Council.
- The Concession/Rebate will be calculated and applied to each rate notice issued, currently yearly.
- An application for a concession must be made annually.
- If an application is approved, the Concession/Rebate will be applied from the beginning of the next rating period in conjunction with the adopted annual budget. Concessions/Rebates will not be applied retrospectively.



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Rates of Concessions/Rebate are as follows:

Organisation/ Facility Type	Criteria	Concession Class	Proposed Rate of Concession			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
Arts/Culture – Community Organisation	Facilities either owned, controlled or operated by community organisations and used primarily for Arts and Cultural purposes.	A	100%	100%	100%	100%
Social/Service Organisation – Community Organisation	Facilities either owned, controlled or operated by community organisations and used primarily for social/community service purposes.	B	100%	100%	100%	100%
Sports Club – Community Organisation	Facilities either owned, controlled or operated by community organisations and used primarily for sporting purposes.	C	100%	100%	100%	100%
Sports Club – Licenced (No gaming Licence) – Community Organisation	Facilities either owned, controlled or operated by private organisations and used primarily for sporting purposes and have a regular source of income from a liquor licence. (excludes facilities with gaming licences).	D	0%	0%	0%	0%



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Organisation/ Facility Type	Criteria	Concession Class	Proposed Rate of Concession			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
Sports Club – Licenced - Community Organisation	Facilities either owned, controlled or operated by private organisations and used primarily for sporting purposes and have a regular source of income from a liquor and gaming licences.	E	0%	0%	0%	0%
Youth Group/Community Organisation	Facilities either owned, controlled or operated by youth based organisations and used for that purpose. (Primarily Boy Scouts and Girl Guides)	F	50%	50%	0%	0%
Community/ Cultural	Social/Service organisation – Community/Cultural Organisation	G	100%	100%	100%	100%
Church – Community Organisation	Place of Worship/Church Halls (does not include land/facilities held for commercial reasons).	H	100%	100%	100%	100%
Community Facility – Community Organisation	A facility used primarily for a broad range of community/social purposes; mostly owned/controlled by the Council	I	100%	100%	100%	100%
Staff Accommodation – Social/Service Organisation	Staff accommodation occupied by staff for community organisations and work primarily for	J	50%	50%	50%	50%



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	social/community service purposes					
New Indigenous Business	Economic Development support for newly established local Indigenous Business for a maximum of 24 months	K	50%	50%	50%	

Special Concession for the period of 2024-25 to 2028-29

In recognition of a requirement to increase service charges to a cost recovery basis for the future financial sustainability of council, further support is provided to non-government businesses and organisations with significant ties to the Northern Peninsula Area to adjust to this change.

Organisation/ Facility Type	Criteria	Concession Class	Proposed Rate of Concession for 2024-25			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
<u>Non-government businesses and organisations</u>	<u>Non-government businesses and organisations with significant ties to the Northern Peninsula Area</u>	L	69.1%	0%	72.5%	11.3%
			Proposed Rate of Concession for 2025-26			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
			62.0%	0%	65.6%	5.4%
			Proposed Rate of Concession for 2026-27			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
			53.2%	0%	57.0%	0%
			Proposed Rate of Concession for 2027-28			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
			42.4%	0%	46.3%	0%
			Proposed Rate of Concession for 2028-29			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
			29.1%	0%	32.5%	0%
			Proposed Rate of Concession for 2029-30			
			Sewerage Charge	Water Access Charge	Water Usage	Cleansing Charge
			12.8%	0%	16.0%	0%



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4. Related Policies and Legislation.

Local Government Act 2009
Local Government Regulation 2012
Revenue Policy
Fees and Charges Register

5. Resolution

Reviewed by Council on 19 June 2025 by Council Resolution SC6.2-19062025.

Approved:

Lew Rojahn
Acting Chief Executive Officer

Date: 19/06/2025