

COUNCIL PENSIONER REBATE SUBSIDY SCHEME POLICY

INTENT

To provide assistance to pensioners who reside in Cook Shire who apply for the Council Pensioner Rate Concession and to staff in administering the subsidy scheme.

SCOPE

To enable Council to process applications for concessions on Council Rates in a fair and equitable manner.

DEFINITIONS

TERM	DEFINITION
<i>Council</i>	Shall mean the Mayor and Councillors of Cook Shire Council.
<i>Council Pensioner Rate Remission</i>	Shall mean the amount in monetary terms by which a pensioner rate liability is reduced in terms of Council's Pensioner Rate Remission Policy and Annual Budget Resolution.
<i>Pensioner</i>	Shall mean a ratepayer who resides in Cook Shire and who is:- (a) An eligible holder of a Queensland 'Pensioner Concession Card' issued by Centrelink, on behalf of the Department of Human Services, or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – For All Conditions (Gold Card)' issued by the Department of Veterans' Affairs; and (b) The owner (either solely or jointly) or life tenant/s of a property which is his/her principal place of residence; and (c) Has, either solely or jointly with a co-owner, the legal responsibility for the payment of rates and charges as defined which are levied in respect of the said property by the Local Authority in whose area the property is situated.
<i>Pensioner Concession Card</i>	Shall mean a Queensland 'Pensioner Concession Card' issued by Department of Human Services, on behalf of the Department of Communities, or the Department of Veterans' Affairs, or a Queensland 'Repatriation Health Card – for all conditions (Gold Card)' issued by the Department of Veterans' Affairs.

Document Number:	D23/16156	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 1 of 4
Authorised By:	Director Organisational Business Services		
Original Issue Date:	27 June 2018		
Last Modified:	23 May 2023		
Review Date:	June 2024		
Current Version:	7.0		

TERM	DEFINITION
<i>Residence</i>	Shall mean a Council approved structure with a classification of 'Dwelling - 1a'.

POLICY STATEMENT

1. Criteria for granting a pensioner rate remission
 - 1.1 The scheme will be administered and eligibility criteria shall be on the same basis as the Queensland Government Pensioner Rate Subsidy Scheme Policy 2-5 as amended.
 - 1.2 The pensioner must be a resident of Cook Shire and the owner/occupier of the property, which is his/her principal place of residence.
 - 1.3 There is no income being derived from the property.
 - 1.4 There is no business being carried out on the subject land.
 - 1.5 The Pensioner Subsidy is not being claimed on any other property.
2. Ownership/Co-Ownership/Tenancies/Residential Requirements and Trusteeships
Council shall apply the same requirements as the Queensland Government Pensioner Rate Subsidy Scheme.
3. Application for Rate Remission
 - 3.1 The application must be made on the prescribed form available on the Council Website and from Council Administration.
 - 3.2 The application must be lodged prior to the commencement of each rating period, however apportionment will be granted for new applicants from the date the application is approved.
 - 3.3 Supply a photocopy of a valid Pensioner Concession Card.
 - 3.4 Once an application for remission is approved it shall remain in force from year to year without further renewal whilst a person remains owner/occupier of the property in question.
 - 3.5 Where an applicant's circumstances alter it is incumbent upon the applicant to notify Council.
 - 3.6 Council will conduct periodic audits to verify current entitlements.

Document Number:	D23/16156	<p><u>CONTROLLED DOCUMENT</u></p> <p>This electronic document is guaranteed as the most current.</p> <p>DO NOT COPY.</p> <p>Unauthorised hard copies of this document are prohibited.</p>	Page 2 of 4
Authorised By:	Director Organisational Business Services		
Original Issue Date:	27 June 2018		
Last Modified:	23 May 2023		
Review Date:	June 2024		
Current Version:	7.0		

4. Lapsed Subsidy
The Council subsidy is not available where –
 - 4.1 The pensioner defaults on the payment of rates on their assessment; or
 - 4.2 On the death of the pensioner.

5. Pensioner Remission Amount
 - 5.1 State Government’s pensioner subsidy will be up to twenty percent (20%) to a maximum rebate of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges; and
 - 5.2 Council’s pensioner subsidy will be up to twenty percent (20%) to a maximum rebate of \$200 per annum and is applied to General Differential Rates, Water Service Charges, Sewerage Charges and Refuse Collection Charges; and
 - 5.3 State Government pensioner subsidy will also provide 20% of the Emergency Management Levy.

KEY RESPONSIBILITIES

RESPONSIBLE OFFICER	RESPONSIBILITY
Chief Financial Officer	Ensuring that the Council Pensioner Subsidy Scheme operates in accordance with the Council approved policy.
Council	Approval of the “Council Pensioner Rebate Subsidy Scheme Policy”.
Rates Officer	Review of applications for completeness, assessment of applications, liaising with ratepayers. Administration and implementation of the policy.

REFERENCES, LEGISLATION AND GUIDELINES

The *Local Government Act 2009*

The *Local Government Regulation 2012*, Chapter 4, Part 10 (Concessions)

RELATED DOCUMENTS

Revenue Statement

Revenue Policy

Application for Council Pensioner Rebate Subsidy Scheme Form

Document Number:	D23/16156	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 3 of 4
Authorised By:	Director Organisational Business Services		
Original Issue Date:	27 June 2018		
Last Modified:	23 May 2023		
Review Date:	June 2024		
Current Version:	7.0		

IMPLEMENTATION/COMMUNICATION

The policy will take effect from 1 July 2023 and will be displayed on Council's website. The policy will be communicated to ratepayers by staff as and where appropriate.

APPROVED BY

Adoption annually by Council with the Council budget.

REVIEW

SPONSOR:	Director Organisational Business Services
OFFICER RESPONSIBLE FOR REVIEW:	Chief Financial Officer
ADOPTION DATE:	23 May 2023
REVIEW DATE:	May 2024

THIS POLICY IS TO REMAIN IN FORCE UNTIL OTHERWISE DETERMINED BY COUNCIL

AMENDMENT HISTORY

VERSION	AMENDMENT DETAILS	AMENDMENT DATE	APPROVAL
3.0	Section 1.6 – Class 1a Structure added and new template.	20/05/2019	
4.0	No Amendments	20/04/2020	
5.0	Approved by Council resolution	11/05/21	2021/100
6.0	Approved by Council Resolution	24/05/22	2022/107
7.0	Removed requirement for a Certificate of Occupancy or a Final Inspection Certificate (Section 1) Removed the requirement for full payment by due date (Section 4)	23/05/23	2023/101

Document Number:	D23/16156	CONTROLLED DOCUMENT This electronic document is guaranteed as the most current. DO NOT COPY. Unauthorised hard copies of this document are prohibited.	Page 4 of 4
Authorised By:	Director Organisational Business Services		
Original Issue Date:	27 June 2018		
Last Modified:	23 May 2023		
Review Date:	June 2024		
Current Version:	7.0		