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## HOME DIALYSIS CONCESSION POLICY

### *INTENT*

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To provide assistance to ratepayers of Cook Shire who apply for the Council Home Dialysis Concession.

### *SCOPE*

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To ensure that Council can fairly and equitably process applications for concessions on Water Consumption Charges related to the use of a Home Dialysis Machine.

### *DEFINITIONS*

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TERM	DEFINITION
<i>Council</i>	Shall mean the Chief Executive Officer and the Mayor and Councillors of Cook Shire Council.
<i>Home Dialysis Machine</i>	Shall mean a machine used to purify the blood for persons who have kidney failure.

### *POLICY STATEMENT*

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1. Criteria for granting a home dialysis concession
 

A concession is available to all ratepayers residing in their own homes as well as property owners whose tenants are receiving home dialysis.
2. Application for concession
  - 2.1 The application must be made on the prescribed form available on Council's website or from Council's Customer Service.

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- 2.2 The company supplying the machine, as well as the date of issue must be provided on the application.
- 2.3 All applicants are to re-apply for assistance every three (3) years.
- 2.4 Should an eligible person change their address within that 3 year period, a new application will need to be lodged with Council for the concession to apply at the new address.
3. Cancellation of Concession
- A Council concession is not available where:
- Home Dialysis is no longer required; or
  - Upon the death of the ratepayer/tenant.
4. Home Dialysis Concession Amount
- 4.1 Assistance is available for up to a maximum of 190 kilolitres per annum. (Home Dialysis uses 126 – 323kl of water per annum, depending on the treatment regime).
- 4.2 Concession will be applied as a credit allowance at the end of each annual billing period.

## KEY RESPONSIBILITIES

RESPONSIBLE OFFICER	RESPONSIBILITY
Council	Council is responsible for the approval of the Policy each year as part of the budget process.
Finance Manager	The Finance Manager is responsible for the continued operation of the concession process in accordance with the policy.
Rates Officer	The Rates Officer is responsible for processing the applications, applying the concession and dealing with applications in the first instance.

## REFERENCES, LEGISLATION AND GUIDELINES

The *Local Government Act 2009*

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

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## RELATED DOCUMENTS

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Revenue Statement  
Application for Home Dialysis Concession Form

## IMPLEMENTATION/COMMUNICATION

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The policy will be implemented on 1 July 2025 and will be placed on Council's website.

## APPROVED BY

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Adoption by Council Resolution 2025/114.

## REVIEW

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SPONSOR:	Chief Financial Officer
OFFICER RESPONSIBLE FOR REVIEW:	Finance Manager
ADOPTION DATE:	8 July 2025
REVIEW DATE:	May 2026

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

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## AMENDMENT HISTORY

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VERSION	AMENDMENT DETAILS	AMENDMENT DATE	APPROVAL
2.0	Minor Amendments	20/04/2020	
4.0	Adopted by Council Resolution	11/05/2021	2021/100
5.0	Adopted by Council Resolution	24/05/2022	2022/107
6.0	Adopted by Council Resolution	23/05/2023	2023/101
7.0	Minor Amendments	26/11/2024	2024/240
8.0	Adopted by Council Resolution	08/07/2025	2025/114

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