

Rates Debtors Policy

Reference Number: P69
 Organisational Unit: Corporate Services
 Responsible Position: Director Corporate Services
 Relevant Delegations: Nil
 Date Adopted: 6 May, 2016
 Review Date: Annually

Objectives

To define procedures to be followed to recover outstanding rates.

Legislation and Reference

Local Government Act 2016 (NT)

Policy

Rates debtors are to be handled in the following ways:

Debt age	Description
Less than 1 year	A letter of demand to the principal ratepayer is to be sent by registered mail. Where registered mail is not feasible, an email with a read receipt to the debtor may be sent, and where this is not possible, standard mail may be used. The letter is to include the total amount outstanding including the accrued interest due to that date.
Great than 1 year	A second letter of demand is to be sent which includes the total amount outstanding including the accrued interest due to that date and advises that should full payment for outstanding rates and interest not be received within four (4) weeks then an overriding statutory charge will be registered on their property/lease (S171 (1)) and the registration authority will notify all persons with a registered interest in or over the land of the registration of the charge (S171 (2) (b)).
Great than 2 years	Another letter of demand is to be sent to the principal ratepayer (and copies to any other person with a registered interest in or over the land or if the land is a pastoral or other lease granted by the Territory, the relevant Minister) which includes: <ol style="list-style-type: none"> the period for which rates have been in arrears the total amount currently outstanding on the land (including the accrued interest) warning that if that amount is not paid within a stated period (at least 1 month) after the date of the notice, Council will sell the land for non-payment of rates. This stated period is to be to the three year anniversary date of the due date of the oldest rate debt. <p>If the whereabouts of the principal ratepayer is not ascertained, the notice must be published in the NT News and affixed to the front gate of the property.</p>
Great than 3 years	A letter of demand is to be sent to the principal ratepayer which includes the total amount outstanding including the accrued interest amount due to that date and advise that Council will be selling the property/lease due to non-payment of rates as per the Act and previous notice.

	Elected member approval will then be sought via a report to Council and when granted the appropriate process for sale of the land will then be initiated.
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History

Date	Comment
6 May, 2016	Policy adopted (CRN 072/2016)

