

CLAUSE CL05**TITLE Adoption of Debt Recovery and Rates Processing Management Policies****FROM Megan Bugge, Revenue Team Leader****TRIM REF 19/29170****SUMMARY**

A current review of the Debt Recovery Policy (FS-CP-502) and Rates Processing Management Policy (FS-CP-206) was undertaken to reflect current practices in place and to ensure adherence to governing legislation, best practice advice and changes to day to day procedures.

RECOMMENDATION

- (a) Council place the draft revised policies on public exhibition for 28 days.**
- (b) If any submissions are received, a further report be prepared for Council.**
- (c) If no submissions are received, the draft policy be considered as adopted by Council as at the date of the conclusion of the advertised exhibition period.**

REPORT

Council policies provide the framework within which Council staff work and make decisions. This is of course additional to relevant statutory requirements set under legislation such as the Local Government Act 1993 and the Local Government (GENERAL) Regulation 2005.

The Debt Recovery Policy has been reviewed to ensure compliance with the Debt Management and Hardship Guidelines issued by the Office of Local Government in November 2018.

The Rates Processing Management Policy has been reviewed to assist solicitors and conveyancers by amending assessments based on the instalment period instead of the current date being subdivision or date of valuation amendment. This has been changed in assist with financial settlements.

	Policy No	Policy Title	Comment
1	FS-CP-502	Debt Recovery Policy	Minor Changes
2	FS-CP-206	Rates Processing Management Policy	Minor Changes

OPTIONS**OPTION 1**

As per the recommendation, endorse the policies to be placed on public exhibition for a period of 28 days.

OPTION 2

Council can elect to amend either or both policies.

POLICY IMPLICATIONS

Not applicable

FINANCIAL IMPLICATIONS

Not applicable

LEGAL/STATUTORY IMPLICATIONS

Part 3, Open Access Information, of the Government Information (Public Access) Act 2009, requires policy documents be made publicly available.

ENVIRONMENTAL IMPLICATIONS

No applicable

COMMUNITY IMPLICATIONS

The community would expect Council to review its policies on a regular basis to ensure they reflect current practices and adherence to governing legislation.

The community is able to comment on the policies during the review process.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 1.1 Provide clear and transparent communication to the community. This item links to Council's Strategic Plan item 3.1 Undertake Council activities within a clear framework of strategic planning, policies, procedures and service standards.

CONSULTATION

Senior Management Team

ATTACHMENTS

- (a) FS-CP- 502 Amended Policy - Debt Recovery
- (b) FS-CP-206 Amended Policy - Rates Processing Management Policy
- (c) Circular to Councils

Details of advertisement

DRAFT REVISED DEBT RECOVERY AND RATES PROCESSING MANAGEMENT POLICIES

At the Ordinary Meeting of Council held 14 May 2019, it was resolved that the draft revised Debt Recovery and Rates Processing Management Policies be placed on public exhibition for 28 days. Council is required to notify the public and provide the opportunity for submissions regarding these policies.

The Debt Recovery and Rates Processing Management Policies may be viewed at the Council Chambers, 1 Benerembah Street Griffith, the Griffith City Library and on Council's website at griffith.nsw.com.au:

Anyone wishing to make comment on the above policies can do so in writing addressed to the General Manager, Griffith City Council. Comments or submissions will be received up to 4 pm, Friday, 21 June 2019.