1. **Policy Statement**
   The objective of this policy is to maximise rate recovery within the rating period and to instigate appropriate and timely recovery processes to recover overdue rates and charges.

2. **Scope**
   This policy applies to all ratepayers with overdue rates and charges levied by Council.

3. **Responsibility**
   The Chief Financial Officer, Financial Accountant and Revenue Supervisor are responsible for ensuring that this policy is understood and followed.

4. **Definitions**
   The definitions for the terms ‘rates and charges’ and ‘overdue rates and charges’ used in this policy can be found in the *Local Government Regulation 2012*.

5. **Policy**
   Council requires payment of rates and charges within the specified period (i.e. by the due date of payment) and will pursue the collection of overdue rates and charges diligently but with due concern for any financial hardship faced by ratepayers. Action may be taken through solicitors, debt collectors or the magistrate court as appropriate.

   Any default on an accepted repayment proposal for overdue rates will result in action commencing to recover the debt through solicitors, debt collectors or the magistrate court as appropriate.

   Where Judgement has been obtained on Commercial properties, legislation allows recovery of outstanding rates by Sale of Land proceedings. Council will allow a period of 6 months from date of Judgement to allow the owner to pay their overdue rates in full before considering to proceed with Sale of Land proceedings for recovery of the outstanding rates and charges.

   Council also retains the right to deal with special circumstances at their discretion.