

7.9. RATES REBATE - NOT-FOR-PROFIT ENTITIES POLICY

REPORT AUTHOR	Team Leader Revenue
MANAGER	Interim Chief Financial Officer
DEPARTMENT	Financial Services
DATE	26 May 2026

RECOMMENDATION

That Council adopts the Rates Rebate - Not-for-profit Entities Policy.

EXECUTIVE SUMMARY

In accordance with s120, s121 and s122 of the *Local Government Regulation 2012* a concession will be granted to Not for Profit entities where Council may provide;

- up to 100% concession of the general rate,
- and up to 50% of sewerage charges,
- for organisations that comply with the requirements set out in Council's Rates Rebate – Not for-profit Entities Policy.

This rebate is not available on vacant land.

The revised Rates Rebate – Not-for-profit Entities Policy outlines two key changes;

1. A requirement for not-for-profit entities to re-apply for eligibility every two years, effective from the second billing period for the 2026/27 financial year.
2. An addition to the policy stating that "Council may conduct periodic audits to verify current entitlements."

PREVIOUS COUNCIL CONSIDERATIONS / RESOLUTIONS

The Rates Rebate – Not-for-profit Entities Policy was previously adopted on 26 July 2022.

REPORT/BACKGROUND

This policy has been reviewed with mostly administrative changes made.

The only notable amendments are as follows

Section 2.4 - Ongoing eligibility changed to two-year re-application

Previously, eligibility for Not-for-profit entities was retained year-on-year.

The revised policy requires organisations to confirm their not-for-profit status every two years by re-submitting relevant documentation.

All eligible not for profit entities will retain their status for the first half-yearly rate levy in 2026/27 but will be required to re-submit their application by 31-Dec-26 for ongoing rating periods.

Section 4.6 - Periodic audits

A new section (4.6) has been added under **Additional information**, stating “Council may conduct periodic audits to verify current entitlements.”

FINANCIAL AND RESOURCE IMPLICATIONS

Under this revised policy, Council expects to provide an estimated \$190,000 of rate-based financial assistance for the 2026/27 financial year.

RISK MANAGEMENT IMPLICATIONS

Complying with legislative requirements ensures Council mitigates any regulatory or reputational risks.

ENVIRONMENTAL IMPLICATIONS

NIL

SOCIAL IMPLICATIONS

This policy enables not-for-profit entities to spend more money on delivering services in the community.

CORPORATE AND OPERATIONAL PLAN

This report has been prepared in accordance with the following:

Corporate Plan 2025-2030 Initiatives:

Theme 3 - Service Delivery

We deliver Council services effectively and efficiently to meet community expectations, focusing on the wellbeing of both the community and our employees.

3.1 - Deliver the Corporate Plan, Operational Plan and Budget.

Operational Plan 2025-2026 Actions:

Legislative requirement.

LEGISLATION AND POLICY

Local Government Act 2009

Local Government Regulation 2012

CONSULTATION

Internal

CONCLUSION

That Council adopts the Rates Rebate - Not-for-profit Entities Policy.

ATTACHMENTS

1. Rates Rebate Not for Profit Entities Policy (3) [7.9.1 - 3 pages]

61. RATES REBATE – NOT-FOR-PROFIT ENTITIES POLICY

Intent

To establish a policy for the provision of rates based financial assistance to not-for-profit recreation, sporting and community groups.

Scope

This policy will allow Council to consider applications for rebates of general rates and sewerage charges from not-for-profit community-based organisations from recreation, sporting and community groups.

Provisions

Under the provisions of the *Local Government Regulation 2012*, Council may resolve to grant a ratepayer a rebate for rates and charges provided the specified criteria is met by the ratepayer. This policy only applies to not-for-profit organisations, sporting and community groups who make an application for a rating rebate.

1. Criteria

To be eligible for this rebate, the following conditions must be met:

- 1.1 The applicant organisation must be the owner or lessee and occupier of the land with the rate notice being issued in the organisation's name.
- 1.2 The land for which an application is made must be used for the purpose to which the rating concession applies

2. Application for the Rate Rebate

- 2.1 All applications for rate rebate must be made on the prescribed form and contain a declaration as to the accuracy of the information contained therein.
- 2.2 Applications for consideration under this policy must also include the following supporting documentation:
 - A copy of the organisation's Certificate of Incorporation
 - A copy of the most recent Annual Financial Report
- 2.3 Rebates for new applicants will be effective from the first day of the next rating period after the date the application is received, once approved. Rebates are not applied retrospectively to previous rating periods.
- 2.4 To remain eligible for the rebate a new application is required to be submitted to Council every two years with the relevant documentation. Current eligible not for profit entities will retain their status for the first half-yearly rate levy in 2026/27, but will be required to re-submit their application by 31-Dec-26 for ongoing rating periods.

- 2.5 It is incumbent upon the organisation receiving this rebate to notify Council of any change in circumstances that may affect their eligibility under the provisions of this policy. Council will conduct periodic audits to verify compliance

3. Rebate Amount

Council may provide up to 100% rebate of the general rate and up to 50% of sewerage charges for organisations that comply with the requirements of this policy.

4. Additional Information

- 4.1 The applicant organisation's constitution must prohibit any member of the organisation from making a private profit or gain, either from the ongoing operations of the organisation or as a result of the distribution of assets if the organisation is wound up
- 4.2 Organisations that own, lease, manage or operate premises with gambling machines or whose main activity is gambling will not be considered eligible.
- 4.3 Not for profit organisations, sporting and community groups will not be eligible if they have a contractual arrangement, either formally or informally, with a third party that derives an income or benefit from this arrangement.
- 4.4 The land, or any part of the land, must not be rented or leased to a third party.
- 4.5 This rebate is not available on vacant land
- 4.6 Council may conduct periodic audits to verify current entitlements.

If Council becomes aware of any ratepayer providing false or misleading information in order to gain assistance for which the organisation would otherwise not be eligible, the rebate provided by Council will then become null and void. Any benefit provided to an organisation through the Not-for-profit Entities Policy must be repaid to Council from the date of cancellation/ineligibility.

Definition

Not for Profit Organisation: Any local association, club, state or national organisation, who holds incorporated status under the *Associations Incorporation Act 1981* or is a company limited by guarantee under the *Corporations Act 2001* and does not operate for the profit or gain (either direct or indirect) of its individual members, either from ongoing operations or on its winding up.

Related Legislation

Local Government Regulation 2012
Associations Incorporation Act 1981
Corporations Act 2001

Policy Review

This policy is to be reviewed whenever legislation changes, or every four years if no changes have been required to be enacted, at the direction of the Chief Executive Officer.

Policy Details

Policy Name	Rates Rebate – Not for Profit Entities Policy
Policy Number	61
Policy Version	4
Document Number	957935
Endorsed by	Chief Executive Officer
Policy Type	Council
Approval Authority	Council
Date Adopted	26/05/2026
Time Period	Four years
Review Date	01/05/2030
Policy Department	Financial Services
Link to Corporate Plan	Robust Governance and Efficient Service Delivery
Revoked/Superseded	

This policy is to remain in force until otherwise determined by Council.