Council's Rates Rebates Assessment Process

Mandatory Rate Rebate

Under various sections of the Local Government Act 1999 (the Act), Council is required to provide mandatory rate rebates of 75% or 100%, depending on the eligibility of the organisation.

Discretionary Rate Rebate

Council is also able to provide rate rebates of up to 100% to organisations, groups or individuals, if Council sees community or economic benefit in doing so. Discretionary rate rebates is at Council's full discretion.

Discretionary Service Charges Rebate

Council may also consider discretionary rebates on service charges, which include mobile garbage bin collection and community waste water charges. Discretionary service charge rebates is at Council's full discretion.

Rate Rebate Application

The attached application form contains 4 key sections, which include:

1. Mandatory rebate under section 161 of the Act.
2. Mandatory rebate under section 165 of the Act.
3. Discretionary rebate under section 166 of the Act.
4. Other supporting information

Sections 1, 2 and 3 relate to specific sections of the Act. Under these sections Council will give consideration to the applicant's eligibility under the Act. Section 4 is seeking additional information relating to volunteer and paid employee numbers and the financial position of the person/organisation making the application.

To complete the application simply work through all of the sections and only tick a box (boxes) if applicable to you or your organisation (not all sections will be relevant).

Assessment Process

Once your application has been received Council will undertake an assessment of your application to determine your eligibility to a rate/service charge rebate. During the assessment process, additional information may be requested and clarification needed.

Once the assessment is completed administration will provide a recommendation to Council for a final decision. All discretionary rebates are at Council's discretion.

Need help?

Please don't hesitate to contact Council if you require any assistance with your application. Council can be contacted as follows:

Phone: 8862 0800 **Email**: admin@wrc.sa.gov.au

Letter: PO Box 167, Balaklava SA 5461 **Online:** wrc.sa.gov.au

RATES REBATE APPLICATION

Application for discretionary rebate of rates

APPLICANT DETAILS

Name

Organisation

Postal address

Phone/mobile

Email

DETAILS OF LAND

Assessment No/s (as per rates notice for multiple assessments use table 1 below):

A

Address of property:

Owner of the land (if not you):**

**Council will need a signed document by the owner advising Council that the applicant is the occupier/ ratepayer and a copy of the lease document showing the applicant is responsible for payment of rates. Future rates notices will be issued to the applicant.

Note: If the application for a rates rebate is for multiple properties, each assessment must be separately identified and listed below

TABLE 1

Assesment no.	Address of rated property	Owner of the land (if not you)
A		
A		
A		
A		
A		
A		

Sections 1, 2 and 3 are areas where rate rebates will be considered. Please indicate with a tick in the appropriate boxes the rebate areas that are applicable to your organisation.

1. MANDATORY REBATE CATEGORIES - *Section 161 Local Government Act 1999*

The Council will grant a rebate of rates at 75% (or higher at the discretion of Council) (Section 161). Please indicate which of the following is applicable to your application:

- ☐ the provision of emergency accommodation;
- ☐ the provision of food or clothing for disadvantaged persons;
- ☐ the provision of supported accommodation;
- ☐ the provision of essential services, or employment support, for persons with mental health disabilities, or with intellectual or physical disabilities;
- ☐ the provision of legal services for disadvantaged persons;
- ☐ the provision of drug or alcohol rehabilitation services;
- ☐ the conduct of research into, or the provision of community education about, diseases or illnesses, or the provision of palliative care to persons who suffer from diseases or illnesses;

ADDITIONAL INFORMATION REQUIRED

- ☐ evidence that the land is being used for the purpose for which the rebate is being sought eg. formal registration, latest minutes of AGM, latest committee meeting minutes or Annual Report (including financial statement)
- ☐ information as to whether, you (or the organisation) will be providing a service within the Council area and if so to what extent;

2. MANDATORY REBATE CATEGORIES - *Section 165 Local Government Act 1999*

The Council will grant a rebate of rates at 75% (or higher at the discretion of Council) (Section 165). Please indicate which of the following is applicable to your application:

- ☐ the land being occupied by a government school under a lease or licence being used for educational purposes;
- ☐ the land is being occupied by a non-government school registered under the Education and Early Childhood Services (Registration and Standards) Act 2011 and being used for educational purposes.

ADDITIONAL INFORMATION REQUIRED

- ☐ evidence that the land is being used for the purpose for which the rebate is being sought eg. formal registration, latest minutes of AGM, latest committee meeting minutes or Annual Report (including financial statement)
- ☐ information as to whether, you (or the organisation) will be providing a service within the Council area and if so to what extent;

3. DISCRETIONARY REBATE CATEGORIES - *Section 166(1) Local Government Act 1999*

The Council may at its full discretion, grant a rebate of rates or service charges in any of the following cases (Section 166 (1)). Please indicate which of the following is applicable to your application:

- ☐ the rebate is desirable for the purpose of securing the property development of the area (or part of the area);
- ☐ the rebate is desirable for the purpose of assisting or supporting a business in its area;
- ☐ the rebate will be conducive to the preservation of buildings or places of historic significance;
- ☐ the land is being used for educational purposes;
- ☐ the land is being used for agricultural, horticultural or floricultural exhibitions;
- ☐ the land is being used for a hospital or health centre;
- ☐ the land is being used to provide facilities or services for children or young persons;
- ☐ the land is being used to provide accommodation for the aged or disabled;
- ☐ the land is being used for a residential aged care facility that is approved for Commonwealth funding under the Aged Care Act 1987 (Commonwealth) or a day therapy centre;
- ☐ the land is being used for an organisation which provides a benefit or service to the local community;
- ☐ the rebate relates to common property or land vested in a community corporation under the Community Titles Act 1996 over which the public has a free and unrestricted right of access and enjoyment,

ADDITIONAL INFORMATION REQUIRED

- ☐ evidence that the land is being used for the purpose for which the rebate is being sought eg. formal registration, latest minutes of AGM, latest committee meeting minutes or Annual Report (including financial statement)
- ☐ information as to whether, you (or the organisation) will be providing a service within the Council area and if so to what extent;

In addition to the previous statutory areas, Council may consider further rebates based on volunteers and paid employee numbers and the financial position of the applicant.

Where applicable please provide detail and/or documentation to support section 4.

4. OTHER SUPPORT INFORMATION

Is the facility owned by the organisation or under Council's care and control (land and/or building) -

Please provide details of:

• Paid full time equivalent staff (FTE's) per year

• Volunteer full time equivalent members (FTE's) per year

(1 FTE = 1,976 working hours per year, excludes annual leave & sick leave etc)

Please provide last year's financial statements (profit & loss statement, balance sheet and cash flow statement etc). If financial statementsw are not available, please provide a brief explanation:

Please specify why it's appropriate for financial assistance through a rates rebate:

Does your organisation use the following services which you would like Council to consider as part of this rebate application:

1. Waste/rubbish collection service - ☐ 3 bin service ☐ 2 bin service

2. Community waste management service (CWMS) -
   (applies to Balaklava, Port Wakefield, Blyth, Hamley Bridge and Snowtown only)

APPLICATION FORMS

Application forms for any new organisations/groups must be submitted to the Council by Friday 27 March 2026. Forms are available on Councils website www.wrc.sa.gov.au

A failure to submit application forms or to provide the additional information required by the Council to assess the application within the specified period may result in the Council refusing to consider the application for the upcoming financial year.

IMPORTANT INFORMATION

It is an offence for a person or body to make a false or misleading statement or representation in an application or to provide false or misleading information or evidence in support of an application made (or purporting to be made) under the Act.

The Council may grant a rebate of rates or charges on such conditions as the Council thinks fit.

If a person or body has the benefit of a rebate of rates and the grounds on which the rebate has been granted cease to exist, the person or body must immediately inform the Council of that fact and (whether or not the Council is so informed) the entitlement to a rebate ceases.

If a person or body fails to notify the council, that person or body is guilty of an offence and liable to a maximum penalty of $5,000.00 (Section 159(7) and (8) of the Local Government Act 1999).

The Council may determine that an entitlement to a rebate of rates under the Act no longer applies.

Where an entitlement to a rebate of rates ceases or no longer applies during the course of a financial year, the Council is entitled to recover rates proportionate to the remaining part of the financial year.

DECLARATION

I, declare that the information I have provided on and attached to this application form is true.

Dated the day of 2026

Signed:

Title of office held:

The council will accept applications as follows:

- Mail to PO Box 167, Balaklava SA 5461
- Email to admin@wrc.sa.gov.au
- In person at the Council offices, Civic Centre, Scotland Place, Balaklava