

<b>ROUS WATER POLICY</b>	Pensioner Concession		
<b>OVERVIEW</b>	Providing assistance to eligible pensioners with the payment of water rates.		
<b>AUTHORISED BY COUNCIL</b>	ROUS	RRCC	FNCW
	19/11/2014	Not applicable.	Not applicable.
<b>REVIEW DATE</b>	Term of Council.		
<b>FILE</b>	172	843	1294

## BACKGROUND

The purpose of this Policy is allow eligible pensioners to receive their entitled concession under section 575 of the *Local Government Act 1993*.

## POLICY

### Definitions

**rating year** - Council's rating year runs from 1 October through to 30 September.

### Eligibility

To be eligible for the pension concession, the:

- i). Applicant must hold a Centrelink Concession Card, a Department of Veteran's Affairs ('DVA') Concession Card, a letter from the DVA or be in receipt of another concession as outlined by the *Social Security Act 1991*;
- ii). Applicant must be solely or jointly liable for the charges; and
- iii). Property must be the principal place of residence.

### Application process

Each applicant must fully complete the Office of Local Government's Pensioner Concession Application Form and applicants must sign the customer consent, which allows Council to confirm with Centrelink or the DVA the accuracy of the details provided by the applicant. A copy of the Centrelink or DVA Concession Card or letter from the DVA must accompany the Application form.

No rebate will be provided without this evidence.

Applicants are encouraged to read the Pension Concession Information Guidelines available prior to applying.

### Amount of rebate

The total annual amount of the pension concession rebate is determined by the *Local Government Act 1993*. This is then applied at a rate of 50% of the total water and facility charges until the entire rebate is used or the rating year finishes.

Where applications are received for a property owned by two or more persons, the rebate allowed will be limited to the proportion of interest held in the property by the eligible pensioner.

Where the eligible pensioner has multiple water accounts for the same property the applicable water account for the Pensioner Concession rebate needs to be nominated.

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### **Retrospective claims for pensioner concessions**

Retrospective claims for pensioner concession rebates are limited to the previous two financial years. A retrospective claim must be accompanied by a completed statutory declaration confirming that the property has been the applicant's principal place of residence for the previous 2 rating years. This statutory declaration must also outline the reasons for the applicant not submitting the correct application previously.

Each application for a retrospective claim will be determined on a case-by-case basis.

**Note:** Any statutory declaration provided to Council must be signed by an authorised witness. An authorised witnesses may include:

- Justices of the Peace;
- A notary public; or
- A solicitor or barrister with a current New South Wales or interstate practising certificate.

### **Pensioner concession funding**

Council receives a Pension Concession Subsidy of 55% of all concessions granted for a rating year from the Office of Local Government. The subsidy represents both State and Commonwealth funding. Council funds the balance of 45% of the pensioner concessioners granted.

### **RELATED POLICIES**

Retail Water Customers' Account Assistance policy.

### **LEGISLATION**

*Local Government Act 1993.*

### **RELATED DOCUMENTS**

Pensioner Concession Guidelines.

Pensioner Concession Application Form.

Statutory Declaration – Retrospective Pensioner Concession Application.

### **CONTACT OFFICER**

Finance Officer (Water Billing).

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## Statutory Declaration

### OATHS ACT 1900 (NSWS), NINTH SCHEDULE

I .....  
[name of declarant]

of .....  
[residence]

do hereby solemnly declare and affirm that I have lived in the abovementioned address for  
the previous ..... years and have been a pensioner  
[insert number of years]

for at [at least three (3) years / less than three (3)] years. *(delete inapplicable)*

The reason(s) I have not made an application for the pensioner concession rebate to date is  
as follows:

.....  
.....  
.....  
.....

And I make this solemn declaration, as to the matter (or matters) aforesaid, according to the  
law in this behalf made – and subject to the punishment by law provided for any wilfully false  
statement in any such declaration.

Declared at: ..... [place]

On: ..... [date]

Signature: .....

in the presence of an authorised witness, who states:

I, .....  
[name of declarant]

a .....  
[qualification of authorised witness]

certify the following matters concerning the making of this statutory declaration by the person  
who made it: *[\*please cross out any text that does not apply]*

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1. \*I saw the face of the person *OR* \*I did not see the face of the person because the person was wearing a face covering, but I am satisfied that the person had a special justification for not removing the covering, and
2. \*I have known the person for at least 12 months *OR* I have confirmed the person's identity using an identification document and the document I relied on was

.....[documentation relied on]

.....  
[signature of authorised witness]

.....  
[date]

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