

INFRASTRUCTURE CHARGES COLLECTION POLICY

ADMINISTRATIVE POLICY



1 Scope

This policy applies to levying, collection and management of infrastructure charges as part of Rockhampton Regional Council's development assessment process.

2 Purpose

The purpose of this policy is to ensure infrastructure charges are levied and collected in an efficient manner in accordance with the *Planning Act 2016*.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Planning Act 2016

Planning Regulation 2017

Adopted Infrastructure Charges Resolution (No. 1) 2011

Adopted Infrastructure Charges Resolution (No. 2) 2012

Adopted Infrastructure Charges Resolution (No. 3) 2014

Adopted Infrastructure Charges Resolution (No. 4) 2014

Adopted Infrastructure Charges Resolution (No. 5) 2015

Debt Recovery Policy

Development Incentives Policy 1 December 2013 to 31 July 2017

Development Incentives Policy 1 August 2017 to 14 May 2018

Development Incentives Policy 15 May 2018 to 31 December 2020

Infrastructure Agreement Policy

Infrastructure Charges Collection Procedure

Reconfiguration of a Lot Incentives Policy

4 Definitions

To assist in interpretation, the following definitions apply:

Council	Rockhampton Regional Council
ICN	Infrastructure Charges Notice issued under the <i>Planning Act 2016</i> .

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Infrastructure Charge	Infrastructure contributions relevant to a planning scheme policy for infrastructure, infrastructure charges relevant to an adopted infrastructure charges resolution, or infrastructure charges relevant to a priority infrastructure plan or Local Government Infrastructure Plan (including infrastructure charges or regulated infrastructure charges).
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5 Policy Statement

5.1 Levying Infrastructure Charges

Infrastructure charges are assessed during the development assessment process and are calculated using the relevant Adopted Infrastructure Charges Resolution. These calculated infrastructure charges are then levied in accordance with section 119 of the *Planning Act 2016*.

An ICN is issued by Council together with the decision notice for the approved development. Occasionally, Council will prepare an ICN for building works approved by a private certifier. The levying process for these ICNs is the same as for infrastructure charges levied during the development assessment process.

5.2 Collecting Infrastructure Charges

The ICN becomes payable in accordance with section 122 of the *Planning Act 2016*:

- (a) If the charge applies for reconfiguring a lot:
 - (i) when the local government approves the survey plan for the reconfiguration; or
 - (ii) if the development approval is approved for incentives under the Reconfiguration of a Lot Incentives Policy, at the time specified in the Infrastructure Agreement;
- (b) If the charge applies for a material change of use – when the change happens;
- (c) If the charge is for building works – when the final inspection certificate, certificate of classification or certificate of occupancy is issued for the building; or
- (d) If the charge applies for other development – on the day stated in the ICN under which the charge is levied.

5.3 Managing the Collection of Infrastructure Charges

When the charges become payable to Council under paragraph 5.2, the Development Advice Centre arranges the issue of a tax invoice for the amount of the ICN in accordance with the Infrastructure Charges Collection Procedure.

If the invoice is not paid within the prescribed period, the amount is recovered in accordance with paragraph 5.2 (Other Debtors) of Council's Debt Recovery Policy.

If payment is not received after these attempts, and no alternative arrangement has been requested by the debtor, the debt is transferred to a rate on the land (in accordance with section 144 of the *Planning Act 2016*) to be recovered.

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the Council.

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7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	Manager Planning and Regulatory Services
Policy Quality Control	Legal and Governance



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